



FRISCO POLICE VOLUNTEERS ASSOCIATION, INC APPLICATION

Please review your answers carefully and read the following statement before signing this application.

I hereby certify that there are no willful misrepresentations, omissions, or falsifications in the foregoing information and statements. I understand that any omission or false statements on this application shall be sufficient cause for rejection of this application or dismissal from the Frisco Citizens Patrol Program.

I further understand that a thorough background investigation will be conducted that may include, but is not limited to: criminal history, employment history, personal references and fingerprinting. I declare that I have never been convicted of a felony offense. I also understand that any volunteer may be removed from the Frisco Citizens on Patrol Program if said volunteer violates any portion of the Frisco Citizens on Patrol Policy, local, state, or federal law.

Applicant Signature	Date:
FPVA Representative	Date:

DO NOT WRITE IN THE BOXES BELOW



FRISCO POLICE DEPARTMENT VOLUNTEER CONFIDENTIALITY AGREEMENT

I, ____, agree to refrain from repeating, copying or revealing to any outside source any confidential information learned while I am a Volunteer with the City of Frisco Police Department. I realize that this is privileged information and is not to be shared with anyone other than a current employee of the City of Frisco Police Department and, then, only as necessary to carry out my task or service.

I understand that I am obligated to report any information that may affect records or operations of the Frisco Police Department or City of Frisco.

Signature _____
Volunteer

_____ Date

Signature _____
Witness

_____ Date



FRISCO

POLICE VOLUNTEERS ASSOCIATION, INC

VOLUNTEER AGREEMENT AND WAIVER

I, _____ Volunteer in the Frisco Police Volunteer Association, Inc. program (otherwise known as (FPVA). In consideration for my participation in the FPVA program, I agree as follows:

I understand and agree that accepting a position as a volunteer member of FPA means that I render any action or service and expend any money or resources with charitable motives and with no express or implied promise of salary, reimbursement, compensation for payment of any kind.

I understand and agree that my services are rendered as a volunteer in a voluntary capacity, without any employment-type benefits (including without limitation employment insurance benefits, workers' compensation benefits and annual and sick leave accrual). I further understand and agree that there is no employment contract or other contract of hire between myself and the Frisco Police Department and that this Volunteer Agreement and Waiver does not constitute an employment contract or contract of hire.

I understand and agree that the Frisco Police Department and/or FPVA will only provide certain materials, supplies or equipment needed for performance of my assigned duties. I further understand and agree that any materials, supplies, equipment or uniform provided to me for use in the FPVA program remains the property of the Frisco Police Department and that I must return all such items to the police department at the end of any particular tour of duty.

I certify that I am in physical and mental condition sufficient to perform tasks and duties which may be assigned to me.

I understand that there are inherent risks in performing volunteer work with a law enforcement agency such as the Frisco Police Department, and that those risks include, but are not limited to, physical injury. I assume all risks associated with my participation in the FPVA program.

I agree to familiarize myself with applicable Frisco Police Department policies and procedures, and with all rules and policies of the FPVA program.

I understand that the Frisco Police Department and the FPAVA expects high standards, of moral, ethical and professional conduct at all times during the performance of my duties as a volunteer member. I agree to conduct myself accordingly.

When I am on duty, I understand that I am only to observe, record, and report suspicious activity, according to the policy and procedures established by the Frisco Police Department.

Initials: _____

FRISCO
POLICE VOLUNTEERS ASSOCIATION, INC
VOLUNTEER AGREEMENT AND WAIVER

I understand that the Citizens Patrol program is sponsored by the Frisco Police Department and that all of our efforts must be approved in advance the Frisco Police Department.

In consideration of my acceptance into the FPVA program, I hereby agree to release, discharge, hold harmless and indemnify Frisco Police Department and their officials, officers, agents, representatives and employees from and against any and all claims, actions, suits, demands and/or liabilities of whatever kind – whether or not the basis of such liability is presently known to either party and whether such liability arises in contract, tort, by statute or otherwise and including court costs and attorney fees – which may arise from or in any way to be connected to the FPVA program and/or my performance of volunteer activities in the FPVA program. I understand and agree that this release and discharge specifically covers any personal injury or property damage which may be suffered by me or any member of the public or third party who claims personal injury or property damage as a result of my activity in the FPVA program.

I hereby assume all risks involved in any and all duties to which I may be assigned as a member of FPVA.

I understand that I am not a representative of the Frisco Police Department and have no implied authority above that of any other citizen.

I accept responsibility for my own actions while on duty and the consequences of those actions. I will respect my patrol team members as individuals who share my concern about our neighborhood/business district, and will not act in any way that jeopardizes their personal safety or mine.

I will not engage in any verbal or physical confrontations while on patrol.

I will not consume alcohol or drugs prior to, or during duty. This includes prescription medicines that may impair physical or mental judgment.

I will follow the direction and training of those who are in supervisory positions over me.

I will always wear the recognized uniform while on duty or attending meetings. I will not wear said clothing for any other purpose unless I have received approval from the Frisco Police Department Liaison Officer.

I will provide proof of valid Texas driver's license, as well as proof of current liability insurance to the FPVA when requested. Initials: _____



FRISCO POLICE VOLUNTEERS ASSOCIATION, INC VOLUNTEER AGREEMENT AND WAIVER

I understand that I may cause my suspension or termination from the FPVA program if I violate the terms of this agreement or any and all policies as set forth by the Frisco Police Department. I further understand that I may be able to return to patrol after receiving additional training and an evaluation of my performance during a probationary period as deemed appropriate by the Frisco Police Department. At that time a decision will be made by the Frisco Police Department.

I understand and agree that the FPVA upon recommendation and agreement with the Frisco Police Department may terminate my participation in the FPVA program with or without cause.

I hereby acknowledge that I have carefully read this Volunteer Agreement and Waiver, that I fully understand its contents, that I am over the age of twenty-one [21], and that I am signing this document voluntarily and I intend for it to be legally binding.

Signature

Printed Name

Date:_____

Sworn to and subscribed before me
this__day of_____, in the year of:

Notary Public

My commission Expires:



**FRISCO
POLICE VOLUNTEERS ASSOCIATION, INC
VOLUNTEER AGREEMENT AND WAIVER**

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Topic: **Sexual Harassment**

Effective Date: **04/01/2014**

STATEMENT OF PURPOSE:

The purpose of this is to define sexual harassment and to outline the responsibilities of supervisors and volunteers if this problem is encountered.

It is City policy to fully support enforcement of State and Federal laws, which provide that sexual harassment is prohibited. All volunteers are prohibited from engaging in the harassment of any other volunteer or other person in the course of or in connection with Frisco Police Volunteers Association. The desired standard of volunteer behavior is one of cooperation and respect for each other, despite any differences. **The City will not tolerate any infractions of this policy by any volunteer.**

DEFINITION:

Sexual harassment is defined as any unwelcome sexual advances, unwelcome requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature when:

- the unwelcome conduct unreasonably interferes with an individual's job performance or creates an intimidating, hostile, uncomfortable, or offensive working environment;
- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or,
- submission to or rejection of such conduct by an individual is used as the basis of volunteering decisions.

Examples of conduct prohibited by this directive include:

- Unwelcome sexual advances or repeated flirtations.
- Asking unwelcome questions or making unwelcome comments about another person's sexual activities, dating, personal or intimate relationships, or appearance.
- Unwelcome conduct or remarks that are sexually suggestive or that demean or show hostility to a person because of the person's gender (including jokes, pranks, teasing, obscenities, obscene or rude gestures or noises, slurs, epithets, taunts, negative stereotyping, threats, blocking of physical movement, etc.).

Initials: _____

PRODECURES:

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Volunteer Responsibility. A volunteer who believes that a supervisor's, employee's or a non-employee's actions or words constitute sexual harassment must report the situation to the Police Liaison Officer as soon as possible.

Supervisor Responsibility. Each supervisor has a responsibility to maintain a work place free of any form of sexual harassment. No supervisor is to threaten or insinuate, either explicitly or implicitly, that a volunteer's refusal or willingness to submit to sexual advances will affect the volunteer's status with the City. The responsibility to maintain a work place free of sexual harassment includes a duty to report any instance of sexual harassment where the supervisor is aware either directly or indirectly that harassment has or may have occurred either through the chain of command or directly to the Police Liaison Officer. All complaints received by a supervisor must immediately be referred to the Police Liaison Officer.

Supervisors must use a great deal of discretion in their social relationships with other volunteers, particularly their own subordinates. This is to avoid compromising their ability to function as an impartial supervisor who can treat all volunteers fairly. Supervisors should avoid social relationships with their subordinates, which may lead to an impression of partiality or bias.

Police Liaison Officer Responsibilities. The Police Liaison Officer will investigate all allegations of sexual harassment and provide a written response to the complainant and appropriate management staff.

Filing a Complaint. A volunteer must file a complaint alleging sexual harassment the Police Liaison Officer. All complaints will immediately be referred to the Police Liaison Officer for investigation. If the complaint is filed by or against the Police Liaison Officer or any other City employee the Human Resources Department, the City Manager or designated representative will conduct the investigation and render a decision.

Investigation. The investigating personnel will contact the volunteer to obtain the facts of the alleged harassment. The investigation will be conducted to render written decision to the volunteer and appropriate management staff within a reasonable amount of time after meeting with the complainant. The Police Liaison Officer will review the finding to consider any proposed action.

If the investigation reveals that the complaint is valid disciplinary action, as approved by the appropriate individuals, will be taken. The immediate supervisor will insure that the harassing conduct is **immediately stopped**.

Initials: _____

Confidentiality. All information concerning a sexual harassment complaint will be treated as confidential. Content of a sexual harassment complaint, whether verbal or written, will not be disclosed except as a part of the investigative process, to those who have a need to know or as otherwise required by law.

Appeal to the Chief of Police. If the volunteer is not satisfied with the decision of the Police Liaison Officer, he/she may appeal the decision to the Chief of Police in writing within five (5) working days of receipt of the decision. The Chief of Police, or designee, will review the sexual

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harassment complaint and the investigation conducted thus far and/or conduct a further investigation and render a decision. The decision of the Chief of Police completes the internal process for sexual harassment complaints.

Prohibited Retaliation. No volunteer will retaliate against another volunteer who files a complaint of sexual harassment or cooperates with a sexual harassment investigation. Any volunteer retaliating against another volunteer will be subject to disciplinary action, up to and including dismissal.

I, , have read, understand, and agree to the sexual harassment policy for volunteers of the Citizens on Patrol organization as documented herein with the City of Frisco Police Department.

Signature _____
Volunteer

_____ Date

Signature _____ Witness Date
