



Gloucester Master Gardener Association
P O Box 156
Gloucester, VA 23061

2 April 2012

Continuation contract for 2012

****Please read carefully, sign, and return to any Gloucester Master Gardener Officer****

As a Virginia Cooperative Extension Master Gardener volunteer, I will continue to:

1. Share unbiased, research-based horticulture information approved by Virginia Tech, Virginia State University, or Virginia Cooperative Extension.
2. Refer to the local Extension Agent questions on topics for which I have not received VCE Master Gardener training or do not have appropriate reference materials.
3. Refer all questions regarding commercial crop production or pest control of such crops to the Extension Agriculture Agent.
4. Not use my VCE Master Gardener nametag, certificate, or title in direct or implied endorsement of any product or service.
5. Not discriminate on the basis of race, gender, color, ethnicity, national origin, disability, veteran status, age, religion, sexual orientation, or social-economic circumstances.
6. Acknowledge that I have received explanation of the VCE/Virginia Tech liability coverage for volunteer staff members. I understand that any medical problems arising from volunteer work for VCE/VT is my responsibility through my personal health care coverage. If injured while working for VCE/VT, I will file the injury with my personal insurance.
7. Understand that as a VCE-MG volunteer, I represent VCE & VT as a non-paid staff member and must follow policies and criteria specified in the Virginia MG Handbook and other VCE documents which can be found on the GMG website and on the VMS Timekeeping website.
8. Fulfill an annual commitment of 20 hours of volunteer service and 8 hours of continuing education training to remain an active Master Gardener.

(If, according to our 2011 records, you have not completed the necessary service and training hours, you will be contacted to discuss a plan to do so.)

NAME: _____

SIGNATURE: _____ DATE: _____

Return to any Gloucester Master Gardener Officer by 7 May 2012

VIRGINIA TECH
INSURANCE COVERAGE FOR VOLUNTEERS

Volunteers in state government agencies are covered for liability insurance to the same extent as paid employees. The Commonwealth carries both Professional Liability Insurance and Automobile Insurance, as described below.

Professional Liability Insurance (also referred to as tort liability, meaning “negligence”):

- *protects the Commonwealth as an entity, the agency, and the individual employees as a volunteer;
- *provides liability protection for injury or damage resulting from negligence during the performance of duties;
- *protects against bodily injury (damage to one’s character resulting from libel, slander, false arrest, etc.);
- *pays medical costs when we are at fault;
- *provides legal defense, via Attorney General’s Office;
- *provides against “discrimination suits” related to EEO regulations, etc.;
- *protects against claims involving negligent supervision (or lack of supervision).
- *There is no minimum or maximum age limit for volunteers to be included in this coverage.
- *This insurance does not cover agencies, employees or volunteers at the municipal or county level except for those which are part of the Department of Health. The policy does extend to the local agencies, employees and volunteers of the Health Department, but legal defense is not provided.

Statewide Automobile Insurance:

*Liability is provided for all state owned vehicles for bodily injury and property damage. Some vehicles have physical damage coverage with \$1,000 deductible (comprehensive and collision).

*This insurance follows the vehicles; there is coverage whether the permissive operator is an employee or a volunteer.

*It pays medical costs to any occupants injured in a state owned vehicle regardless of negligence who would not be covered by Workers’ Compensation otherwise.

*Defense costs are Included.

*The non-owned and hired vehicle portion of the policy provides excess coverage for employees or volunteers who are using their personal cars to conduct business for the Commonwealth. This coverage applies only after the individuals own personal insurance is exhausted (for volunteers driving their own car, their private Insurance is primary).

Note: The Worker’s Compensation Plan provided for employees of the Commonwealth does not apply to volunteers.

All questions should be referred to:

Fred Weaver
Office of Risk Management
201 South Gate Center
Virginia Tech
Blacksburg, VA 24061-0310
540-231-7439