



## World Ebony Network

### Volunteer Assignment Agreement Release and Waiver of Liability

(To be executed by individuals that are at least 18 years old or by parents/guardians)

*Please read this document carefully before signing. It is a legal document that affects your legal rights*

This Release and Waiver of Liability (the "Release") is executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ (the "Volunteer/Employee/Partner/Consultant" thereafter referred to as "volunteer") in favor of Shades of Ebony Kulture doing business as World Ebony Network, Virginia nonprofit corporation, and its directors, officers, employees, volunteer, and agents (collectively, the "Organization").

I desire to be involved with **World Ebony Network**. In consideration of World Ebony Network allowing the Volunteer to assist in the work of the Organization and to engage in the activities related thereto (the "Activities"), the Volunteer, hereby freely, voluntarily, and without duress acknowledges that he/she fully understands the terms hereof and hereby consents thereto and, agrees as follows:

#### Release and Waiver

The Volunteer understands that the Activities may include intense physical labor, strenuous activity, traveling to work sites or other tasks which entail a risk of physical injury. Volunteer does hereby release and forever discharge and hold harmless the Organization and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, whether anticipated or unanticipated, which arise either in law or in equity, or which arise or may hereafter arise from Volunteer's participation in the Activities. Volunteer understands that this Release discharges the Organization from any liability or claim that the Volunteer or its representatives or agents may have against the Organization with respect to any bodily injury, personal injury, illness, death, property damage or other harm that my result from Volunteer's participation in the Activities, whether caused by the negligence of the Organization or its officers, directors, employees, or agents, volunteers, or otherwise.

Volunteer also understands that the Organization does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness resulting from or related to the Activities.

#### Copyright

It is my intent that any work I create in my capacity as a volunteer for the Organization, shall be the property of the Organization, which will own full rights in all such works or products ("Work(s)"). To the extent that any Work(s) I create for the Organization is not deemed a work for hire, I assign and transfer to the Organization all worldwide intellectual property interests in the Work(s), for the life of such interests.

In assigning and allowing access to all rights, title, and interest in the Work(s) to the Organization, I intend to transfer to the Organization the full ownership in and of the Work(s), including all rights of reproduction, distribution, display, and adaptation, and the right to create derivative work(s). All such rights apply without limitation to any print, electronic, multimedia, or other formats including HTML format for websites, distribution online by email, and all other methods of creating and distributing media. I agree to sign and deliver to the Organization, either during or subsequent to the term of this Agreement, such other documents as the Organization considers desirable to evidence the assignment of this intellectual property.

In consideration of this agreement, the Organization agrees to (check all that apply):

allow me to include the Work or a reproduction of the Work in my portfolio or other such compilation, to be shown to my prospective employers or clients, and for no other commercial or noncommercial use. All such portfolio uses must include a notice of the Organization's ownership of such work.

acknowledge my transfer of the Work to the Organization as a charitable contribution.

give full and complete credit in all versions of the Work(s).

other (Please Specify): \_\_\_\_\_.

I represent and warrant that any Work(s) I create pursuant to this agreement are original and do not infringe any intellectual property rights or violate any laws related to libel, privacy, or otherwise. I agree to indemnify and hold harmless the Organization in any action arising out of, or relating to, these representations and warranties.

#### Confidentiality

As a Volunteer at the Organization, I pledge to hold in strict confidence, all personal and official matters, which come to my attention and



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acknowledge that: it is my responsibility to respect and preserve the privacy of the Organization, as well as any documents, trade secrets, plans or any similar confidential information of which I may gain knowledge as a result of my work with the Organization.

### Medical Treatment

Volunteer does hereby release and forever discharge the Organization from any claim whatsoever, which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's Activities with the Organization.

### Insurance

Volunteer understands that, except as otherwise agreed to by the Organization in writing, the Organization does not carry or maintain health, medical, or disability insurance coverage for any Volunteer. Each Volunteer is expected and encouraged to obtain his or her own medical or health insurance coverage.

### Photographic Release

Volunteer does hereby grants and conveys unto the Organization all right, title, and interest in any and all photographic images and video or audio recordings made by the Organization during the Volunteer's participation in the Activities, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

### Code of Conduct

Organization will conduct its business honestly and ethically wherever we operate in the world. We will constantly improve the quality of our services, products and operations and will create a reputation for honesty, fairness, respect, responsibility, integrity, trust and sound business judgment. No illegal or unethical conduct on the part of Volunteer is in the organization's best interest. Organization will not compromise its principles for short-term advantage. The ethical performance of this organization is the sum of the ethics of the men and women who work or volunteer here. Thus, we are all expected to adhere to high standards of personal integrity.

Volunteers of the organization must never permit their personal interests to conflict, or appear to conflict, with the interests of the organization, its clients or affiliates. Volunteers must be particularly careful to avoid representing Organization in any transaction with others with whom there is any outside business affiliation or relationship. Volunteer shall avoid using Organization's contact(s) to advance their private business or personal interests at the expense of the organization, its clients or affiliates.

No bribes, kickbacks or other similar remuneration or consideration shall be given to any person or organization in order to attract or influence business activity. Volunteers shall avoid gifts, gratuities, fees, bonuses or excessive entertainment, in order to attract or influence business activity.

Volunteers of Organization will often come into contact with, or have possession of, proprietary, confidential or business-sensitive information and must take appropriate steps to assure that such information is strictly safeguarded. This information – whether it is on behalf of our organization or any of our clients or affiliates – could include strategic business plans, operating results, marketing strategies, customer lists, personnel records, upcoming acquisitions and divestitures, new investments, and manufacturing costs, processes and methods. Proprietary, confidential and sensitive business information about this organization, other companies, individuals and entities should be treated with sensitivity and discretion and only be disseminated on a need-to-know basis.

Misuse of material inside information in connection with trading in the organization's securities can expose an individual to civil liability and penalties under the [ACT]. Under this Act, Volunteers in possession of material information not available to the public are "insiders." Spouses, friends, suppliers, brokers, and others outside the organization who may have acquired the information directly or indirectly from a Volunteer are also "insiders." The Act prohibits insiders from trading in, or recommending the sale or purchase of, the organization's securities, while such inside information is regarded as "material", or if it is important enough to influence you or any other person in the purchase or sale of securities of any organization or individuals with which we do business, which could be affected by the inside information. The following guidelines should be followed in dealing with inside information:

- Until the material information has been publicly released by the organization, a Volunteer must not disclose it to anyone except those within the organization whose positions require use of the information.
- Volunteer must not buy or sell the organization's securities or information when they have knowledge of material information concerning the organization until it has been disclosed to the public and the public has had sufficient time to absorb the information.

Volunteers will seek to report all information accurately and honestly, and as otherwise required by applicable reporting requirements.

Volunteers will refrain from gathering competitor intelligence by illegitimate means and refrain from acting on knowledge which has been gathered in such a manner. The Volunteers of Organization will seek to avoid exaggerating or disparaging comparisons of the services and competence of their competitors.



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Volunteers will obey all Equal Employment Opportunity laws and act with respect and responsibility towards others in all of their dealings.

Volunteers will remain personally balanced so that their personal life will not interfere with their ability to deliver quality products or services to the organization and its clients.

Volunteers agree to disclose unethical, dishonest, fraudulent and illegal behavior, or the violation of organization policies and procedures, directly to Organization's leadership.

### Brand Management

Principles governing personal interest and personal brand management of Distinguished Member's/affiliates of World Ebony Network

Organization will ensure that all personal interest and brand image of distinguished members are managed in a manner to remove or minimize any conflict of interest in pursuance of objectives and personal interests of members.

This principle will ensure that Organization is seen as the first point of reference for any distinguished member acting for/or on behalf of Organization. For matters outside its scope, Organization will refer anyone seeking to contact distinguished members to their agent(s) where possible or any other arrangements agreed in advance. In this regard, guidance for all interviews and photo calls with any distinguished personnel will, in the first instance, be referred and agreed with him or her and managed by Organization. Organization must be credited in all such photos, videos, electronic materials, and interviews. This will preserve the personal brand and at the same time enhance the brand association with Organization.

Violation of this Code of Ethics can result in discipline, including possible termination. The degree of discipline relates in part to whether there was a voluntary disclosure of any ethical violation and whether or not the violator cooperated in any subsequent investigation.

Remember that good ethics is good business

Volunteer Signature: \_\_\_\_\_

Volunteer Address: \_\_\_\_\_

Volunteer Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent if Volunteer is under 18:

I, \_\_\_\_\_, being the legal guardian of the Volunteer identified above, have read and acknowledge the terms contained herein and agree to be bound by the terms hereof on behalf of myself, and in my capacity as the guardian and legal representative of the Volunteer.

Parent/Guardian's Signature: \_\_\_\_\_