



**CODE
OF
CONDUCT**

Guidelines for Your Stay

In an attempt to make your stay with us run smoothly we have assembled a few guidelines and principles that we will follow. Familiarize yourself with them, and we will see you when you arrive.

Our over-arching principle...

SEMPER GUMBY

While we purpose to get much work done during your stay, we are neither a construction company nor the military. Our main goals are to encourage one another, help those in need, and to foster Christian fellowship and ethics. Therefore we have adopted the motto SEMPER GUMBY, which means '*always flexible*'.

Our crew leaders will make any necessary changes to time schedules according to the specifics of the work week. As with all things in His providence, reality rarely matches our plans, so stay flexible.



SLEEPING ARRANGEMENTS

- Line bedding up, dormitory style (perpendicular to the walls), side-by-side in a row. If you have a cot, stow your gear underneath; if on a mattress, put your gear bag at the foot of your bedding. Please do your best to keep the center of the floor open unless another row of beds is needed.
- Do not open up your bag and spread your belongings everywhere. Use your luggage as your dresser; take out what you need, and re-store things inside when not in use.
- The church space is open to the public during the week, so please help us keep the visible space neat by keeping your bags packed, and for safety reasons please keep your valuables (phones, iPods, cameras, purses, etc.) either on you or packed away.
- In the morning, bedding is to be stacked up and put against the walls and your gear bags put alongside them.
- On Sunday morning for church service, all bedding will need to be picked up and stowed where we indicate, and all your gear should be packed up.
- On Wednesday morning (in preparation for evening Bible study), all bedding should either be folded, rolled or stacked neatly (mattresses, airbeds) against one side wall, and all your gear arranged neatly on the dais.

KITCHEN/COOKING

- Space is at a premium, so please be mindful and courteous to those who are working in the kitchen.
- Keep in mind that we do have long-term volunteers at our facility who use this kitchen as you would use your own kitchen at home. Sometimes this will include children as well, so be mindful of their needs.
- When cleaning in the kitchen do not use any bleach products since we are on a septic system.

BATHROOM/SHOWERS

There are 4 toilets and 2 showers available at the church, and we have arrangements with 2 other shower facilities to ensure that your crew can get showers efficiently each evening.

- When using any bathroom/shower facility, including at the church, please leave it neat – wipe the sinks, hang up your towels, etc.
- Do not use the bathrooms for vanities (putting on makeup, doing your hair, etc.) since this takes up a lot of time and causes great delays.
- We are on a septic system. Please try to conserve water use whenever possible so we don't overwhelm the tank.
- Please use alternative methods of disposing feminine hygiene products since we are on the septic system.
- There is a diverter valve on the shower head in the church building; using it lessens the amount of water going into the septic.
- When cleaning the bathrooms, do not use any bleach cleaners that will be washed down a drain, or the toilet.
- Did we mention that we are on a septic tank?

WORSHIP AREA

- Please do not put any food or drinks on the top of the sound booth (especially considering the electronic equipment), the hymnal bookcase, the piano, etc., each of which can be damaged by liquid and some foods.
- When the worship area is full of people, the noise level rises. Playing the piano increases that noise level. Please be aware of this, and be considerate of others. The drums should only ever be played with Pastor Eddie's permission (the same goes for Pastor Charles' guitar), and consideration still given to the noise level when the room is full.
- The A/C thermostats for the church's worship area and Relief Center should not be touched.
- Please leave your work boots outside on the shoe rack and not in the front entrance ways.
- There is to be no horse play in the church building.
- No one is allowed behind the sound equipment booth without permission.
- Keep your wet towels and clothes on the drying racks or outside on the clothes line and not on the church furniture.

- Use our metal folding chairs when you are dirty rather than our worship service seats.
- Absolutely no standing on or using our chairs as ladders, stepping stools, or painting racks.

WORKING AND WORKSITES

- Workers are expected to help load vehicles and trailers in the morning and to assist in unloading and storing tools/materials in the evenings.
- Remember to keep the worksites clean.
- Wear safety goggles and gloves and face masks whenever necessary for the task and job environment.

WASHER AND DRYER / CLOTHES

- We do have a washer & dryer available, as well as a clothes-line, if needed. Be courteous to those who live here, so just ask about doing laundry.
- The laundry is located in the Relief Center.

TRASH AND RECYCLING

- We recycle and burn some of our trash, so please put trash and recyclables in the appropriate bins. The work staff will direct you at orientation as to where those places are.



Volunteer Skills Assessment

Please fill out and FAX to 985.643.2822

Basic Information

Name: _____ E-Mail: _____

Cell: _____ Bringing it? Y / N Home Phone: _____

M / F Age: ____ Married / Single Spouse's Name: _____

(If minor, please fill out attached "Liability Waiver For Minors", to be signed by Parent/Guardian.)

Have you ever done Relief work? Y / N If so, when? _____

Where did you go, and what did you do? _____

Tell Us About Your Skills -

5 = Highly Skilled or Certified/Licensed -- 1 = Not Skilled At All in This Area

Electrical	5 4 3 2 1	House Gutting/Demolition	5 4 3 2 1
Plumbing	5 4 3 2 1	Fence Building/Repair	5 4 3 2 1
Carpentry, Basic	5 4 3 2 1	Heavy Equip Operator	5 4 3 2 1
Carpentry, Finish/Trim	5 4 3 2 1	Tree Felling	5 4 3 2 1
Framing	5 4 3 2 1	Cutting/Chainsaws	5 4 3 2 1
Roofing	5 4 3 2 1	Stump Removal	5 4 3 2 1
Cabinet Installation	5 4 3 2 1	Stump Grinding	5 4 3 2 1
Drywall Hanging	5 4 3 2 1	Auto Mechanic	5 4 3 2 1
Drywall Taping/Mudding	5 4 3 2 1	Small Engine Repair	5 4 3 2 1
Tile/Laminate Flooring	5 4 3 2 1	Power Tool Maintenance	5 4 3 2 1
Carpet Installation	5 4 3 2 1		
Painting	5 4 3 2 1	Clerical/Computer	5 4 3 2 1
Texturing	5 4 3 2 1	Organizational	5 4 3 2 1
Siding Installation	5 4 3 2 1	Cooking/Meal Prep	5 4 3 2 1
Interior Design	5 4 3 2 1	Cleaning/Housekeeping	5 4 3 2 1
Landscaping	5 4 3 2 1	People Skills	5 4 3 2 1
Architecture	5 4 3 2 1	Biblical Counseling	5 4 3 2 1

Other Skills (please describe): _____

Health Concerns, Allergies, Comments? _____

I have read and understood the information contained in the Trip Planning Packet and the

Crew Member Packet / Code of Conduct: _____

Signature of Crew Member or Parent/Guardian



Liability Waiver Form

Please fill out and FAX to 985.643.2822

If crew member is 18 or older, please use this section, if not, use the bottom section.

I, _____, do hereby release Sovereign Grace Fellowship/
(Print Name)

Sovereign Grace Homeland Missions (SGF/SGHM) from any and all responsibility for injuries or damages that I, or my property, may sustain while involved with hurricane relief and other ministry activities of SGF/SGHM.

The parties to this Liability Waiver are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this Liability Waiver shall be settled by biblically based mediation.

Signature | Date

I, _____, do hereby grant permission for my minor child
(Print Name of Parent/Guardian)

_____, age _____, to participate in hurricane relief and other ministry
(Print Name of Minor Child)
activities of Sovereign Grace Fellowship/Sovereign Grace Homeland Missions (SGF/SGHM).

In granting this permission, I release SGF/SGHM from any and all responsibility for injuries to my minor child, and/or damages to his/her personal property that may occur while he/she is involved with the ministry activities of SGF/SGHM.

(If parent not accompanying minor, please complete this paragraph.)

I appoint _____, a representative of
(Print Name of Representative)

_____, *in loco parentis* and authorize him/her to seek
(Name of Church/Organization)

medical and/or hospital treatment for my child in the event of any injury or sickness sustained by him/her while on such ministry activity. I agree to pay for all such treatment and to reimburse SGF/SGHM for all costs and expenses incurred by it with respect to such treatment.

The parties to this Liability Waiver are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this Liability Waiver shall be settled by biblically based mediation.

Name of Parent/Guardian | Relationship to Minor

Signature of Parent/Guardian | Date