

# Bilateral commitment agreement

**Between the Kadampa Meditation Centre France (CMK France)**

**Represented by its President, or by delegation, by its Administrative Director,**

**David Hello**

**and**..... hereinafter referred to as "the volunteer". This individual agreement is part of the Volunteering Charter displayed by the association. It is given to the volunteer.

## Association engagements :

**KMC France undertakes:**

➤ to entrust him/her with missions and activities in one or more of the areas below:

(according to the volunteer's wishes, tick the activities he/she wishes to take part in)

- Housekeeping (cleaning, maintenance, etc.)     Catering (cooking, washing up, etc)  
 Maintenance / grounds maintenance             Other :

If, during the completion of an assignment, the volunteer finds that it does not suit him or her, he or she may agree with the team leader to be assigned another task.

- to respect the times and availability for which the volunteer offers to help (mornings and/or afternoons)
- to listen to requests and suggestions (although this does not mean that they will be implemented)
- to provide a prior and ongoing programme of information, integration and training
- to regularly discuss their activities and the benefits of their voluntary involvement, particularly in terms of usefulness, recognition and development of their skills
- to refund the expenses on request (meals and accommodation) with the supporting Volunteering refund Form
- to cover by an insurance the risks of accidents caused or suffered in the course of activities
- if desired, to provide a recommendation letter for recognition of the skills they have acquired during your volunteering stay at KMC France.

**IMPORTANT:** KMC France may at any time decide to end the collaboration with the volunteer if found he/she becomes a source of problems for the centre (behaviour, damage, etc.), giving reasonable notice.

## Commitments of the volunteer :

The volunteer is committed:

- to be in a professional and/or personal situation that enables him/her to do charity work
- to cooperate with the Association's various partners: directors, centre managers, coordinators, permanent employees, residents and other volunteers
- to respect the obligations of confidentiality, both internally and externally
- to play an active part in the missions and activities entrusted to the individual
- to participate as far as possible in the information meetings and training courses offered.
- to respect the Association's ethics, procedures and internal regulations (see on the back)

Volunteers may decide at any time to stop their collaboration with the association, giving prior notice.

## Code of conduct :

The Kadampa Meditation Centre France welcomes people from all backgrounds, united by a common vision of helping to develop society and world peace by putting into practice the Buddhist teachings and lifestyle. During your stay at the centre, you will be asked to respect and be self-disciplined and be in line with Buddhist precepts to the best of your abilities.

This means doing your best to:

1. Refrain from intentionally killing any living creature (including insects).
2. Refrain from stealing (this includes taking something that has not been given to you).
3. Refrain from lying.
4. Refrain from any sexual misbehaviour.
5. Refrain from consuming intoxicants or drugs (smoking tobacco is permitted in the dedicated area) on the entire property or inside the buildings. This includes tobacco (including electronic cigarettes), alcohol and any other drugs. It also includes not overtly smelling of alcohol or tobacco. The consumption of alcohol, tobacco or drugs on the site also implies immediate dismissal from CMK France. Possession of drugs will also result in dismissal.
6. Be respectful and kind to all persons staying on site.
7. Avoid any harmful speech: hurtful words, gossip, arguments or complaints in public places.
8. In order to respect everyone's sensitivity and peace of mind, to avoid listening to or playing music in a way that can be heard by others, and to avoid massages, therapeutic treatments, esoteric practices, etc. in public places (including dormitories).
9. Dress in a manner respectful of a religious site.
10. Accommodation: maintain the dormitories in an appropriate state of cleanliness and hygiene, so that they are welcoming to other people sleeping there or to future guests (vacuum and empty the dustbin at least once a week, leave unoccupied beds free, etc). Do not keep or store any food in the accommodation (dormitories, bedrooms) as this attracts rodents and undesirable insects.

For safety and security reasons, do not change accommodation or dormitory without prior notification at the reception desk.

11- Read the information thoroughly provided in the Welcome Booklet.

## Terms of refund of expenses incurred :

### See the Refund Form

Signature of the Association representative, David  
Hello

Signature of the volunteer:

P.O.

Saint-Mars-d'Outillé, date: .....

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