

Beaver Creek Farm Sanctuary  
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### **Code of Ethics for Fostering and Rescue Volunteers (the “Contract”)**

As a member of and volunteer with Beaver Creek Farm Sanctuary (“BCFS”), I agree to be bound by and pledge to comply fully with and satisfy the terms and conditions of the BCFS Code of Ethics for Fostering & Rescue Volunteers (or the “Contract”), as amended from time to time.

#### **A. DEFINITIONS**

“BCFS” means Beaver Creek Farm Sanctuary.

“Committee” or “BCFS Committee” means the elected decision making body of BCFS.

#### **B. GENERAL TERMS**

1. To conduct my rescue efforts as a non-profit endeavor, whether my group is an organization recognized by the province, the federal government or the work of one or more private individuals.
2. To conduct my rescue efforts on a voluntary basis, receiving no personal compensation for any rescue work except reimbursement for pre-approved and documented out-of-pocket expenses.
3. To restrict my BCFS representation to abused animals due to the time and knowledge required and to uphold the best interests of the animals who have been abused.
4. To educate potential adopters about the unique issues regarding abused animals (i.e., temperament, health, training, care, etc.).
5. To ensure that each and every volunteer in my rescue is educated and aware of the standards of BCFS and our methods of providing fostering, adoption screening, temperament evaluation, transportation, fundraising and educational outreach.
6. To in no way use my rescue volunteering to promote my personal website, business, opinion(s), or other personal, commercial or professional endeavors, or utilize rescue discounts for my own personal use.
7. To inoculate all animals in my home against infectious diseases by having inoculations administered by my veterinarian on a regular basis according to standard accepted practice.
8. To educate the public about the importance of spaying/neutering both by way of setting an example by having my own pets spayed or neutered and by education.

9. To abide by the rules and regulations as outlined in the Constitution and to accept this "Code of Ethics" as a contract, for which I acknowledge consideration, and as the by-laws of BCFS.

10. By signing this Contract, I confirm that I have never been charged with or convicted of animal cruelty under any municipal, provincial/state or federal regulations or laws.

### C. FOSTERED ANIMAL CARE

1. To house rescue animals in my care under sanitary conditions which exceed all minimum standards as defined by local health and sanitation authorities, to wit: the animals will not be allowed to roam freely nor will the animals be physically bound to or restrained by any inanimate objects (trees, cable run, parking meters, etc.)

2. To provide, upon prior Committee approval, appropriate routine veterinary care for fostered rescue animals including regular inoculations, heartworm testing, and administration of heartworm medication (if applicable).

3. To ensure that rescue animals are free of parasitic infestations.

4. To provide appropriate and sufficient food, clean water, and shelter for all animals in my care to ensure their health, comfort and well-being.

5. To ensure all foster animals brought into BCFS are seen by a veterinarian for a thorough check up.

6. To provide weekly updates to the Foster Coordinator about the animal, including health, behaviour, and veterinary care provided or required problems, etc. Failure to provide updates in a timely manner may be cause for removal of the rescue animal from your care to a more appropriate foster home.

7. To assess each animal's temperament and health and exercise sound judgment to assure its suitability for placement. The BCFS will not knowingly place a vicious or otherwise temperamentally unsound animal in an adoptive home unless all risks associated therewith have been explained and adopted by the foster home.

8. \*\* I will not use any training aids or training method that causes, or has the potential to cause, pain, injury or discomfort to any foster animal within my care. Examples include, but are not limited to, pinch collars, choke chains, shock collars, etc. I will not hit, kick or otherwise use negative actions to correct the behavior of a foster dog within my care. If I am unsure if a training aid or method is appropriate, I will contact the Committee for review and will abide by their decision on the matter. \*\*

9. Rescue animals deemed unadoptable for reasons of health or temperament will be humanely euthanized by a veterinarian or certified euthanasia technician and properly disposed of. The final decision regarding euthanasia will be made exclusively by the Committee .

10. I will contact the Committee immediately if the dog is lost, stolen, injured or dead.

11. I acknowledge that I will be working closely with the Foster Coordinator and agree to keep him/her up-to-date regarding all information in relation to any foster in my home.

#### D. ADOPTION PROCEDURE

1. To provide the approved BCFS Adoption Application and once completed, thoroughly interview potential adopters utilizing BCFS methods (i.e., phone interview, veterinarian and personal reference checks, home visit/face to face interview) with the goal of appropriate placement of each individual animal and to ensure that the primary adopter is over the age of 18 years.

2. To require sterilization for all rescue animals. The animal should be sterilized by the age of six months as stated in the adoption contract and if this clause is breached, BCFS shall have the right immediately to reclaim and take possession of the animal. The only exception to this requirement is a decision of the BCFS Committee based on a veterinarian's written certification that sterilization should not be performed due to health problems.

3. To review the current veterinary records of all other pets in the prospective adopter's home prior to placement of a rescued pet.

4. To obtain landlord approval for prospective adopters who rent or lease their residences and confirm that rules and by-laws permit said animals.

5. To allow no animal to be adopted by a household that exceeds the local by-law regulations limiting the number of animals per household, therefore risking the animal being returned to the BCFS.

6. To utilize the approved BCFS written adoption contract which fully discloses all available health and temperament information about each rescue animal.

7. To provide follow-up advice and assistance to adopters or to assist them in finding the appropriate information needed for the proper care of the dog.

8. To reclaim any rescue animal placed by the BCFS at the request of an adopter and acknowledge that no refund of the donation fee will be made except in exceptional circumstances at the discretion of the BCFS Committee.

9. To maintain a waiting list of interested adopters when requests to adopt exceed available animals.

10. In order to prevent their unlawful use, the BCFS will not release the original registration papers of any rescue animal to adopter, even if the animal is sterilized.

#### E. INTER-ORGANIZATIONAL/INTERPERSONAL RELATIONS

1. To abide by all written contracts entered into with a releasing agency or person.

2. To return phone calls to agencies/private owners with animals to surrender promptly. If unable to return calls promptly, to make alternative provisions to have calls handled by another representative, or if none is available, to leave information on my phone answering system as to when I will be available to take calls.
3. To pay agreed-upon fees to releasing agencies for rescue animals and agreed-upon expenses to private individuals who assist with acquisition, transportation, or temporary care of rescue pets and to submit all original receipts to the BCFS Treasurer in a timely manner for reimbursement.
4. To conduct myself in a courteous manner in my rescue work such that my behavior brings credit to the image of BCFS and animal rescue in general.
5. To keep all information received through the BCFS pertaining to potential adopters, volunteers and/or persons surrendering animals confidential. No personal names or information regarding animals surrendered may be used in a public forum.
6. The release of any personal information pertaining to any member of BCFS to any third party or parties without that the express prior written consent of that member or members is prohibited.
7. A BCFS member cannot surrender their own dog unless there are exceptional and extenuating circumstances as approved by the BCFS Committee.
8. Volunteers shall keep their own pets up-to-date with vaccinations according to veterinary recommendation.
9. Volunteers shall ensure that their pets have an annual veterinary wellness check.

I understand that BCFS will be responsible for all non-emergency vet care necessary while the animal is in my care only if prior authorization has been given by the BCFS. In case of a medical emergency, the animal must be given necessary care and BCFS must be notified immediately thereafter. I agree that the animal(s) I am fostering will not be removed from my address or disposed of in any way without prior approval of BCFS. While the opinion of the fosterer will be given due and serious consideration, the Committee will determine by a majority vote the final placement of an animal in a permanent home.

I understand that if I voluntarily leave the BCFS or am removed from the group, I will return any and all property, including foster animal in my care, documentation, animal accessories, fundraising items, food, etc., to BCFS immediately. A BCFS Committee member authorized to do so will arrange an alternate location for the property and I will ensure it is received there in a timely manner, complete and in proper working order.

I understand that the BCFS is the lawful and legal owner of the animal(s) and may, at any time, remove the dog from my care should the BCFS deem it necessary or advisable. I understand that the role of a volunteer rescue and caregiver is separate and distinct from that of an adopter. I represent and warrant that my intention as a BCFS volunteer is to rescue animals in need of assistance and to provide foster

care on a temporary basis. I agree that should I become interested in adopting a animal in my care, the standard BCFS adoption procedures and criteria shall be applicable and that I shall immediately return the animal to BCFS, if so instructed, while my adoption application is being reviewed. If I have not been instructed by BCFS to return the animal while my application is being reviewed, I shall immediately return the animal to the BCFS upon being informed in writing that my application has not been approved. I further agree fully to reimburse the BCFS for any and all expenses (including legal fees and court costs) incurred by BCFS to recover possession of the animal should I fail to comply with my obligations.

I agree to release, discharge and indemnify and hold BCFS, its Committee and members harmless from any claim made by any party for any damages, injury, loss or liability howsoever caused, whether to property, animals or humans or otherwise related to my volunteer work for the BCFS.

\*\* I agree to not foster animals from two or more rescue groups at the same time. I will notify my BCFS Foster Coordinator upon my agreement to take in a foster from another rescue group. I understand that I will not be able to foster for BCFS until said animal has left my home on a permanent basis. \*\*

Upon receipt of a written BCFS "Code of Ethics" grievance regarding any member, BCFS agrees to notify said member and provide a forum for response to said grievance. Violation of the BCFS Code of Ethics for Foster & Rescue Volunteers is grounds for a hearing and/or action by BCFS. This action may include a verbal reprimand, a written reprimand or suspension or expulsion from the BCFS. Should a volunteer be removed from the BCFS due to non-compliance of this Code of Ethics, that volunteer will not be allowed to return as a volunteer at any time.

DATED at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

City, Province

Signature

Name (please print)

Address