

Dog walking assistant Declaration

I (e-mail:
....., telephone number:) declare that I have read the Regulations for Volunteering, in force at the Homeless Animal Shelter with headquarters in Warsaw, ul. Paluch 2 and I undertake to comply with the rules contained therein. In addition, I agree that as an assistant irregularly volunteering at the Homeless Animal Shelter I will perform duties under the terms of the Act on Public Benefit and Volunteer Work, without charging for my activities, acting for the benefit of the shelter residents and guided by the wellbeing of the animals . If I cooperate with the Shelter as a "PhotoVolunteer", I agree that the photographs taken by me will be subject to the rules in force at the shelter as follows:

a) The PhotoVolunteer is entitled to personal copyrights to the photographs within the meaning of the provisions of the Act of 4 February 1994 on copyrights and related rights,

b) at the moment of handing over photos to the User, the PhotoVolunteer transfers to the User free of charge copyrights to the above-mentioned photos in the following fields of use:

- use in the activities carried out by the Hostel,
- recording and reproduction of photographs - taking different forms and including copies, printing, reprographic and magnetic and digital recording;
- recording and reproduction in the computer's memory, on computer disks and all types of media intended for digital recording in such a way that works can be made available in computer networks, mobile telephony networks and using telecommunications and satellite networks, as well as recording and reproduction using technology photosensitive and computer-writing technology on devices adapted to this form of recording;
- Launching to market, lending or rental of the original or copies;
- public performance, displaying, reproducing and broadcasting and reemitting, as well as making the work publicly available in such a way that everyone can have access to it in a place and time chosen by them.
- the right to use images for marketing purposes, as well as for educational or training purposes,

c) The PhotoVolunteer declares that:

- photos of animals created as part of cooperation with the Shelter will be original, without unauthorized borrowings from third-parties and will not violate the rights of third parties, in particular copyrights and will not infringe upon the personal rights of such persons,
- in the case of infringement of personal rights or copyrights and related third parties caused during or as a result of cooperation with the Shelter, the liability rests with the PhotoVolunteer.

Date and legible signature:

**DECLARATION OF CONSENT
ON PROCESSING OF PERSONAL DATA OF THE ASSISTANT**

The provision of personal data in the statement of the assistant is tantamount to consenting to its processing. Personal data will be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 (general regulation on data protection - RODO), art. 6 para 1. lit a
The data administrator is the Homeless Animal Shelter with headquarters in Warsaw (02-147) ul. Paluch 2.

The administrator has appointed the Data Protection Supervisor at the Homeless Animal Shelter with whom you can contact at the following e-mail address: iod@napaluchu.waw.pl
Personal data will be kept for the duration of cooperation and after the purpose of processing (cooperation) has ceased for the period of the obligation to store documents and archive them on the basis of separate provisions.

Personal data will be processed based on the consent of the person who expressed it. Consent can always be withdrawn at any time.

In connection with the processing of personal data, the recipients will be authorized employees of the shelter for homeless animals or companies providing services to the user in the field of e-mail services, legal services, IT as well as employees of the City of Warsaw. In connection with the processing of personal data, each person has the right to access their data, to rectify it, delete, limit processing, the right to object to the processing, as well as the right to transfer

data and their copies.

In the case of information about unlawful processing of personal data, each person has the right to lodge a complaint to the President of the Office for Personal Data Protection. Providing personal data in the assistant's Statement is voluntary, however, their failure to provide will make it impossible to cooperate with the User.

Personal data can be processed in an automated manner that does not affect the decisions made and personal data will not be profiled.

Date and legible signature:

The Rules for Cooperation between the shelter and dog walking assistants.

1. Only adults, not under the influence of alcohol or other intoxicants may help in walking the dogs.
2. The hostel is sometimes a dangerous place, therefore people assisting in walks must not come to the shelter with children. The assistant should be 100% focused on looking after the dog with whom he is walking.
3. Do not talk on the phone during a walk.
4. An assistant must strictly adhere to all instructions from the dog's carers, employees and volunteers who are escorting them.
5. An assistant on a walk for the first time must be in the company of a volunteer, and cannot take dogs for walks on their own.
6. An assistant does not choose the dogs they take for walks. Their job is to help the volunteer with walking the dogs in their care. They can only walk dogs indicated by the volunteer.
7. The length and specifics of the walk must be adapted to the physical and psychological abilities of the dog, in accordance with the instructions of the carer or volunteer.
8. We always hold the leash securely and firmly to prevent it from being dropped or pulled out of our hands.
9. Clean up after the dog. The bags can be found in the Volunteers hut.
10. During the walk, be careful and act in time when the dog tries to eat bones, dead animals, rubbish or other dangerous objects. Ensure they do not start eating scraps otherwise you could trigger an aggressive reaction when trying to take it away.
11. An assistant comes for a minimum of 3 hours, not for single walks.
12. The assistants can work from 10 -17, but the actual time is determined by the volunteer under whose care they are working.
13. An assistant must wear an ID badge which he will receive from the volunteer (Assistance: name and surname of the volunteer). The identifier should be returned to the volunteer after completed walks.
14. An assistant may only take out one dog at once.
15. Under no circumstances should an assistant take dogs out or return them to their boxes.
16. After removing the dog from the box, the volunteer will hand over the the leash to the assistant, who leaves the shelter by the shortest route, as quickly as possible. Always walk on the right side. Passing other dogs mostly happens on the shelter's grounds, at the gates and just outside. In these places the dogs should always be kept on a "short leash" next to us and with no slack in the lead, always keeping a safe distance from other people and dogs. Most dangerous situations occur at the main gate,

so always keep in mind the right hand. Leaving the shelter gates never cut the corner on the left, take a wider arc on the right hand side.

17. It is forbidden to stop in the main communication routes in and out of the hostel (alleys, near the main gate).

18. Both at the shelter and outside it, we always keep a safe distance from other dogs. DO NOT APPROACH UNKNOWN DOGS.

19. Do not allow dogs to confront each other through the bars of the boxes. This could lead to animal injury.

20. An assistant may not hand over the dog with whom he is walking to a third party.

21. In the event of a dog's escape, inform the employees of the shelter (Animal Adoption Office and Animal Advisory Office) as soon as possible and try to catch the animal - do not run after the dog. Crouch, try to recall. If the escape occurred in the shelter, you must close the gate as soon as possible to prevent the dog from escaping the shelter grounds.

22. Every walk with a dog must be properly marked on the box.

23. It is forbidden to take dogs off the leash during walks. Dogs can be unleashed only in the dog runs.

24. There is an absolute ban on feeding dogs on the area of the shelter. Treats can be given only on walks and with the consent of a volunteer or carer.

25. DO NOT run with a dog around the shelter grounds.

26. ATTENTION! The first visit to the shelter is usually associated with a lot of stress and disorientation. It's best to read the rules above at least twice before you decide to go out for a walk.

Date and legible signature