

Title	Policy on Volunteering		
Effective date	July 2019	Last revision	July 2019
Organisation	Song Saa Foundation		
Authorised by	Melita Hunter, Executive Director		

Purpose

The Song Saa Foundation believes that volunteering is a positive way for staff to feel fulfilled and rewarded in the workplace.

Policy statement

The Song Saa Foundation is committed to demonstrating the nature and extent of its community volunteer involvement. Community volunteering is an investment in a community and its people.

The Song Saa Foundation believes volunteering provides valuable community services and strengthens a community by supporting families, supporting youth, improving schools, and beautifying the community. Community volunteering is an important measure of the civic health of a community. We therefore actively encourage our employees to seek out volunteer opportunities within the community that align with the goals, both personal and professional, of the employee and the Song Saa Foundation. To this end, the Song Saa Foundation provides the opportunity for up to 4 (four) hours per month (48 hours per year), mutually agreed upon, paid time off work for each employee to participate in volunteer activities as a service to local communities and our coastal environments.