

APPENDIX B

THE LION'S DEN MISSIONS BASE CODE OF BUSINESS ETHICS AND CONDUCT CERTIFICATION

CERTIFICATION OF COMMITMENT

I, _____, certify that I have read and understand the Code of Business Ethics and Conduct of The Lion's Den Missions Base and agree to comply with it, as well as applicable laws that impact the organization, at all times. I affirm that, except as listed below, I have no personal, business or financial interest that conflicts, or appears to conflict, with the best interests of The Lion's Den Missions Base. I agree to discuss any conflicts listed below with the chairman of the board or the chief executive officer of my unit or the general counsel of The Lion's Den Missions Base and to refrain from participating in any discussions, deliberations, decisions and/or voting related to the matter presenting the conflict until such time as it is determined by TLD that the conflict is mitigated or otherwise resolved.

Describe any potential conflicts:

At any time during the term of my affiliation with The Lion's Den Missions Base, should an actual or potential conflict of interest arise between my personal, business or financial interests and the interests of TLD, I agree to: (1) disclose promptly the actual or potential conflict to the chairman of the board or the chief executive officer of my TLD unit or the general counsel of The Lion's Den Missions Base; and (2) until TLD approves actions to mitigate or otherwise resolve the conflict, refrain from participating in any discussions, deliberations, decisions and/or voting related to the conflict of interest.

Printed Name

Date

Signed Name

APPENDIX C

THE LION'S DEN MISSIONS BASE CONFIDENTIAL INFORMATION AND INTELLECTUAL PROPERTY CERTIFICATION

I, _____, certify that I have read and understand the Confidential Information and Intellectual Property Agreement of The Lion's Den Missions Base and I represent that the restrictions stated therein are necessary to protect TLD' legitimate interests, and that these restrictions will not prevent me from earning a livelihood.

VOLUNTEER

Signature

Volunteer ID Number

Printed Name

Department or Division

Title

APPENDIX D

TLD RECEIPT & REVIEW OF POLICIES FORM

Your signature on this receipt acknowledges that you have reviewed TLD's Safety, Security and Soundness in Volunteerism Handbook. Please sign and date the receipt and return it to the Volunteer Services Coordinator, Director or Supervisor for issuance of your TLD volunteer badge.

VOLUNTEER HANDBOOK STATEMENT OF CERTIFICATION

I, _____, certify that I have received and reviewed The Lion's Den Missions Base Safety, Security and Soundness in Volunteerism Handbook.

I further understand that, by signing this statement as required, I am indicating that I have read The Lion's Den Missions Base Safety, Security and Soundness in Volunteerism Handbook and understand its contents, or have discussed questions I have with the Volunteer Relationship Director, Coordinator or Supervisor. I also realize that this statement will become a permanent part of my volunteer personnel file.

Printed Name

Date

Signed Name