

Volunteer Name _____

Volunteer duties and time commitment will be as follows. Also include the knowledge, skills and abilities that the volunteer possesses to justify the purpose of the background check for computer usage:

Date

Volunteer Supervisor

Date

Supervisory DC Approval

Date

Management Team Member Approval

Supervisors should work through their area office to submit this form together with the paper copy of the Computer Security Exam, Form OF612, Form OF306, and fingerprint cards to Human Resources for processing. A copy of this form should also be sent to your Area Earth Team Volunteer Coordinator as well as the State Earth Team Volunteer Coordinator.