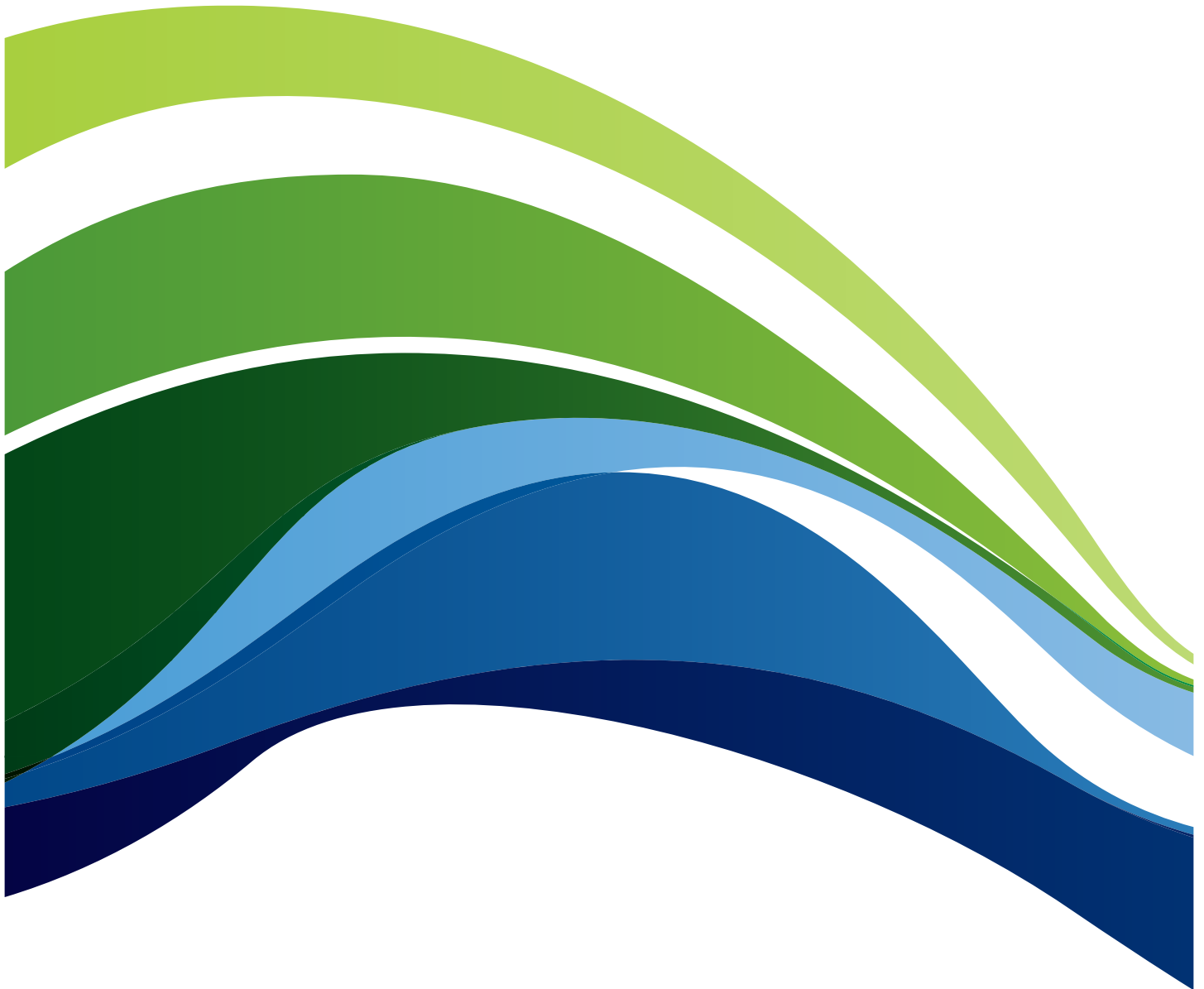


Volunteer Request form

Please complete this form to request support from **Be the Difference** volunteers.



**Be the
difference**



About volunteering

SSE's Employee Volunteering is part of our Be the difference programme which allows you communities to benefit from the skills base of our employees. We support ll our colleagues to get involved in the communities in which they live and work. Our employees can work alone, in pairs or in teams to help deliver important projects across the UK and Ireland.

Your details

Name: _____ Position with Organisation: _____

Email Address: _____

Telephone Number: _____

Organisation Name and Address: _____

Orgainsation Charitable Number: _____

Project contact

How did you hear about our Be the difference scheme?: _____

If you have spoken with an SSE employee already please add there name here:

About your project

Individual Team

Please provide details of the role you would like SSE volunteer(s) to undertake and any relevant skills that may be required: _____

Dates

Ongoing Specific date

If your project has a specific date please specify here: _____

On the day

Please provide details of where, and to whom our volunteers should report to on the day:

Name: _____ Contact number: _____

Details: _____

Safety

At SSE safety is our key value, and we need to be assured that our volunteers, as well as the project they will be working on, is safe and has been appropriately risk assessed.

Please indicate which of the following your organisation will provide for the volunteers:

Health and Safety discussion Site awareness Welfare facilities e.g. toilets, drinks

If CRB/Disclosure Scotland checks will be needed or any additional training and/or specialist equipment please detail this below. Please note that we are unable to cover the cost for any new training, equipment or CRB checks:

Help us to improve

In order for us to evaluate our Be the difference volunteering scheme it would be useful for us to understand the following:

If we were unable to provide volunteers for this project what would the implications be?:

By providing volunteers to assist with your project, what value does this have for your organisation in terms of:

Cost: _____ Time: _____

Community benefit: _____

Declaration

I understand that this volunteering opportunity, along with volunteer comments and photos, may be posted on SSE websites, and that SSE may also contact the press to publicise the work carried out by their employees.

I also understand that the information contained within this form will be used for contacting my group/organisation with enquiries relating to this volunteering opportunity, details of potential volunteers and for feedback purposes.

Signature: _____ Name: _____

Organisation: _____ Date: _____

Please be aware that it may take a couple of weeks for you to receive any contact from us, but we promise to be in touch with you as soon as possible! If you need any help completing this form, or for further information about our Be the difference scheme please contact Cindy Cummings, on 0118 953 4156 or 07584 313788.

Please email your completed form to volunteering@sse.com or post it to Cindy Cummings at: 55 Vastern Road, Reading, RG1 8BU.