



OPERATION BLESSING INTERNATIONAL
Disaster Relief

**Team
Application Packet**



Jody Herrington
977 Centerville Turnpike
Virginia Beach, VA 23463

Dear Potential Team,

Thank you for your sacrificial desire to serve as volunteers with Operation Blessing Disaster Relief Team located in Slidell, Louisiana. We are very excited about your plans to join the relief and recovery efforts in this area.

Please review the enclosed information that will tell you a little about our site and how we can best work together. Please make sure each member of your team completes a registration form and a liability release form. We must receive these completed forms in advance of your arrival at our site. You may return them by mail to:

Operation Blessing Disaster Relief Volunteers
977 Centerville Turnpike
Virginia Beach, VA 23463

By fax to: 757-226-6173
Or by Email to: karen.ball@ob.org

You will also find a list of what to bring, driving directions to the site and other information. If you have additional questions you may call our volunteer manager, Karen Ball at 757-226-3858.

We look forward to meeting you, and thank you again for your willingness to serve those who are in desperate need of your help.

Blessings,

Jody Herrington
Disaster Relief Services Manager



"Operation Blessing has impacted our whole community, when most organizations have already left, this is when we need them the most." –Marcell, Louisiana resident helped by OBI

You are about to venture into a life changing adventure

Do you remember Hurricane Katrina? There are still hundreds, even thousands who still cannot live in their homes. They need our help more than ever. One weekend, one week of your time will change lives forever! You will have the opportunity to help people return home. Opportunities of service include: serving hot meals, gutting homes, debris removal, crane & bobcat work, painting, replacing sheetrock and more! Operation Blessing continues to make a long term commitment to the precious people of the Gulf States. In order to make this lasting impact we are grateful for your team's willingness to partner with us.

**"We will remain until the need no longer exists."
- Bill Horan**



You will be at the heart of the need...

We are strategically serving individuals, churches and families in: St. Tammany Parish, Orleans Parish, St. Bernard Parish; and the Jefferson Parish. These people need a fresh start and some helping hands. Most have been without electricity for over 5 months and also out of their houses. You will be helping people where their need is the greatest.

Staying at the Command Center:



Accommodations at the Operation Blessing Command Center are among the best in the devastated areas. They include gender separated sleeping areas with cots; power; AC/Heat; Hot & Cold Showers; 24/7 armed security and Meals (Breakfast, Dinner and MRE for lunch). Your tools, construction supplies and safety equipment will be provided.

It's more than just a place for you and your team to sleep. It is a place where you will be refreshed and renewed physically and spiritually for your next day of service.

We are here to serve!

We have an excellent staff of trained project managers that are getting the work orders and managing the volunteer teams on the ground. They will help with training your team and provide detailed steps for you to follow to get the job done.

THANKS FOR COMING ON BOARD!

Special Skills

Are members of your team bringing any special equipment?

- Chainsaw
- Hand tools
- Pick-up truck
- Heavy Equipment (bob-cat, backhoes, etc.): _____
- Other: _____

Is your team bringing any special equipment or skills?

- Chainsaw experience
- Commercial Driver's License (CDL)
- Carpentry skills
- Computer proficiency (MS Office)
- Chaplain/Counselor
- Sheet Rock
- Heavy equipment operator
- Roofing (blue tarps)
- General Laborer
- General Office Skills
- Food Service
- Other: _____

Comments

Operation Blessing Disaster Relief

Volunteer Registration

General Information

Name: _____ Date of Birth: ___/___/___

Address: _____

Street City State Zip
Email: _____ Group Name: _____

Phone: (____) _____ (____) _____ (____) _____
Home Work Cell

Emergency Information

Name: _____ Relationship: _____

Phone: (____) _____ (____) _____ (____) _____
Home Work Cell

Do you have or have you had any health problems, medical conditions, allergies or other physical or mental restrictions that would affect your participation in an Operation Blessing project? (please circle)

YES NO

If yes, Please explain: _____

Is your tetanus immunization up to date? YES NO

Health Ins. Co. Name: _____ Policy #: _____

Equipment Inventory

Do you have the following items available to bring with you?

- Chainsaw Hand tools Pick-up truck
 Heavy Equipment (bob-cat, backhoes, etc.): _____
 Other: _____

Skill Inventory

Do you have the following skills?

- | | |
|--|---|
| <input type="checkbox"/> Chainsaw experience | <input type="checkbox"/> Heavy equipment operator
please list: _____ |
| <input type="checkbox"/> Commercial Driver's License (CDL) | <input type="checkbox"/> Roofing (blue tarps) |
| <input type="checkbox"/> Carpentry skills | <input type="checkbox"/> General Laborer |
| <input type="checkbox"/> Computer proficiency (MS Office) | <input type="checkbox"/> General Office Skills |
| <input type="checkbox"/> Chaplain/Counselor | <input type="checkbox"/> Food Service |
| <input type="checkbox"/> Sheet Rocking | <input type="checkbox"/> Other: _____ |

Operation Blessing Disaster Relief

OBI Picture Release

I hereby grant the following rights to Operation Blessing International Relief and Development Corporation and any of its affiliates, licensees, subsidiaries, or assigns (“OBI”) in consideration of their possible use of my visual depiction, oral statements or any other information and materials supplied by me (collectively the “material”).

I acknowledge that no promise or representation has been made to me that OBI shall be obligated to use the material in any way , and I acknowledge that OBI shall have sole and absolute discretion and creative control in determining when or whether the material should be used in any manner.

OBI shall have total ownership of the material; the right to broadcast, exhibit, distribute or display the material on broadcast or cable television, satellite transmission, films, photographs, videotapes, videocassettes, videodiscs, the print media, the Internet, radio format, record album audiocassette format, or by any other method or device now known or hereafter devised; the right to copyright the material; and the right to license others to use these rights.

OBI may use my name, likeness, voice, biographical information and/or other material supplied by me for purposes of advertising, publicity and promotion, but not as a direct endorsement for any product or service.

I affirm that the use of my likeness, and/or material supplied by me as described above will not violate the rights or any person or organization and will not incur any liability for payment to any person. I further agree to hold OBI harmless from any and all liability that OBI may incur as a result of its use of the material as stated herein.

ACCEPTED AND AGREED:

Signature _____

Date _____

Name _____

WITNESSED:

Signature _____

Date _____

Name/Title _____

VOLUNTEER ACKNOWLEDGEMENT, WAIVER AND RELEASE (DISASTER RELIEF)

The undersigned ("Volunteer") hereby acknowledges and agrees that Volunteer desires to volunteer his or her services for disaster relief and recovery services that Operation Blessing Disaster Relief Services, Inc., a Virginia nonprofit corporation ("OBDRS") is coordinating, and without expectation of pay or any benefit, and not as an employee of OBDRS or any of its subsidiaries or affiliates, including without limitation Operation Blessing International Relief and Development Corporation ("OBI"). Volunteer represents and covenants that he or she has no physical or mental condition that would impair his or her capability to participate fully in any such service, as intended or expected, and that he or she will abide by all safety instructions and information provided for any such service.

In so rendering any such service, Volunteer expressly acknowledges that the services are on a voluntary basis without any contemplation or expectation of compensation or benefits of any kind, that no compensation or benefits of any kind will be paid or provided to Volunteer for such services, that there have been no promises of employment, oral or written, and that any company information of any kind or nature that Volunteer learns of or obtains during such services will not be disclosed to any other party or otherwise used by Volunteer, and will be treated confidentially.

In connection with the provision of such voluntary services, Volunteer, on behalf of himself or herself, and her or his spouse, family, estate, personal representatives, heirs, executors, administrators and assigns (i) hereby waives any and all claims, actions, causes of action, damages, remedies and any other rights (collectively called the "Claims") that may arise from or relate in any way to the provision of such voluntary services, including without limitation Claims for illness, personal injury, death, property damage, compensation or wages, (ii) hereby releases OBDRS, OBI and their respective officers, directors, employees, contractors, agents, representatives, subsidiaries, affiliates, successors and assigns, and the project sponsors, organizers and supervisors (collectively herein, the "OBDRS Group") from any and all Claims, and (iii) hereby agrees to indemnify and hold harmless the OBDRS Group, and each of them, against and from any and all liability for such Claims, including without limitation all Claims based on negligence, product liability, labor laws, workers compensation or employers liability laws, and reasonable attorneys' fees and costs.

Volunteer also specifically acknowledges that no insurance coverage or any other benefit or consideration of any kind is or shall be provided to him or her by OBDRS, the OBDRS Group, or any of them, in connection with his or her volunteer service, nor has any representation of coverage or other benefit been made to him or her.

This VOLUNTEER ACKNOWLEDGEMENT, WAIVER AND RELEASE shall be governed in all respects by the laws of the Commonwealth of Virginia and the United States of America, notwithstanding the location of Volunteer's services, and regardless of any principles of choice of law or conflict of laws.

In Witness Whereof, Volunteer freely and without duress, having fully read the foregoing, and understanding the contents thereof, hereby agrees to provide her or his services, voluntarily and without compensation, upon the terms and conditions stated above.

Signature _____

Name _____

Address _____

Date _____

Witness _____

Name _____

Operation Blessing Disaster Relief

Code of Ethics

Policy Statement

It is the policy of Operation Blessing to provide an environment that promotes honesty, integrity, and personal accountability while representing the moral values, beliefs, and expectations of Operation Blessing.

The leadership of Operation Blessing is committed to this policy and asks both the employees and volunteers alike to not only strive to meet these expectations but to exceed them.

Purpose:

To provide an established set of guidelines for volunteers and employees representing Operation Blessing during the Hurricane Katrina relief effort.

Standards of Conduct

1. **Drug Use and/or Possession**

The possession or use of any illegal drug is not permitted at any time. Operation Blessing reserves the right to conduct random drug testing.

2. **Fighting or verbal confrontation**

Fighting and/or verbal confrontations shall be avoided at all costs. Contact your team leader or an Operation Blessing staff member to resolve any difference or conflict.

3. **Theft or misuse of OB property**

Theft or misuse of OB property or of another employee's/volunteer's property is prohibited. Violators will be prosecuted.

4. **Fire Arms**

The possession of firearms or other weapons on OB property other than official security personnel is strictly prohibited.

5. **Profanity**

Profanity of any kind is not accepted; remember that Operation Blessing is a faith based organization and that you are representing Operation Blessing.

6. **Insubordination**

Employees and volunteers must follow management's instructions concerning all job-related matter. Failing to follow directions could result in personal injury or the injury of a team member.

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7. Alcoholic Beverages/Public Drunkenness

The consumption of alcoholic beverages and/or public intoxication is not allowed on or off the premises.

8. Co-habitation

All sleeping areas are separated by gender and no co-habitation of non-married couples is allowed.

9. Public Affection

Male and female volunteers and employees must refrain from inappropriate displays of public affection.

10. Smoking

Smoking is not permitted inside the building or warehouse facility at any time. Smoking is permitted outside the front entrance of the information center and in the parking lots.

11. Volunteer Meetings (Nightly 7:45 PM)

All volunteers are required to attend the daily meetings. Specific directions will be given on site.

12. Off-Limits Areas

All volunteers and employees must abide by the off-limit areas and rules:

- Warehouse is off limits without the express permission of OB Management
- Tools and equipment are off-limits and must be checked in and out through the Warehouse Manager at the beginning and close of each day.

13. Lights Out/Curfew

We ask all volunteers and employees to abide by the lights out and curfew rule which is set right now at: 11pm lights out and 12 midnight doors locked.

14. Privacy of Information

Volunteers may not share any details about case work with anyone outside Operation Blessing. All client information is confidential.

Sanctions:

Sanctions for violating this policy include, but are not necessarily limited to removal from the site and/or termination of volunteer mission and employment.

Acknowledgement of Standards of Conduct:

I, the undersigned do hereby acknowledge having read and understand the above standards and possible sanctions for violating these sanctions.

Employee/Volunteer Signature

Date

Printed Name

Operation Blessing Disaster Relief

What to Bring

Clothing

- Comfortable work clothes and shoes
 - Avoid clothing that is loose it might get caught on a nail or tool while working.
 - Bring work pants (no shorts) you don't mind getting dirty, stained or possibly ruined.
 - Wear comfortable, sturdy boots
- Clothes for after work,
- Underwear,
- Socks
- Nightclothes.
- Shoes, flip-flops or slippers (footwear must be worn in all public areas for safety)

NOTE: Humidity is usually very high in this area, so hot feels hotter and cold feels colder. Summer months are extremely hot in this area (high 90's). Winter months can vary from cold (30's) to quite warm (high 70's), sometimes all in the same day. We recommend you check the weather forecast for the days you plan to be here, and pack accordingly. There is a small laundry facility on sight.

Bedding/Linens/Toiletry

- Pillow
- Sleeping bag/Bed sheets and blanket
- towel
- washcloth(s)
- soap
- toothpaste and toothbrush
- shampoo,
- deodorant
- hairbrush
- blow dryer
- razor/shaving cream,
- feminine products

Note: Cots are provided. Many volunteers bring their own blow up mattress.

Personal Items

- Books, magazines, board games, sport equipment
- Notebook, pen, and Bible
- DVDs- movies must be family-appropriate only.
- Insect Repellent (Only during spring and summer)

Note:

Electrical outlets are in short supply. For this reason, **do not bring:**

- Stereo system
- fans
- TV's

Dress Code

Operation Blessing understands that everyone has different standards, however, for all groups to work together we ask that all volunteers and staff follow three dress code rules:

- Shirts must be worn at all times.
- Please refrain from spaghetti straps, low cut shirts and midriffs, and very short shorts.
- Please do not wear garments with obscene or offensive language.

Operation Blessing Disaster Relief

Accommodations

Food

Breakfast and dinners are served in the food tent and lunch (an MRE) is eaten at the work site. Our great volunteer cooks serve food in a buffet style and we ask each team to provide a volunteer to help with the clean up. Snacks and other food items are not provided and must be brought separately.

6:30am-7:15am	Breakfast
MRE	Lunch
6:30pm-7:15pm	Dinner

Sleeping

Operation Blessing provides each volunteer with a cot inside a secure building. You will not be sleeping in tents! Cots are neatly arranged in two large areas separated by gender. You will be able to leave your bags and personal items there while you and your team is working.

Laundry

Operation Blessing provides a laundry facility which is used on a first come first serve basis. We ask that the laundry be used only when necessary. OB provides detergent.

Showers

The command center offers two hot shower trailers. These are available at any time to all the volunteers. You may have to wait, but there is plenty of hot water.

Internet Access

OB's sights offer Internet access via Wi-Fi. If you have a laptop computer that can access the Internet you can bring it.

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Typical Day

Typical Day

The following is the schedule for a typical day:

6:30 am	Breakfast
8:00 am	Head out to work sites
12:00 pm	MRE Lunch
5:30 pm	Return Tools/Clean Up
6:30 pm	Dinner
7:30 pm	Team Leader Meets with construction Coordinator
7:45 pm	Required Volunteer Team Meeting
11:00 pm	Lights Out
12:00 pm	Doors Locked

Work Orders and Tools

The team leader will meet every night at 7:30pm with the Construction Supervisor. At this time the leader will receive the work orders for the following day. Tools for the tasks are gathered each morning and returned the same evening.

Each team should have a designated a “tool swamper” (a person responsible checking in and out the equipment)

Required Volunteer Team Meeting

Every night at 7:45pm each team will meet with the OB staff and talk about that day. This is a time when OB management gets to know the individual volunteers, hear how the day went, and answer any questions or concerns. This meeting typically lasts 15min.

Transportation

Each team is responsible for their vehicles that will get them to and from work sites. OB is not responsible for the maintenance of team’s vehicles or the purchase of fuel.

Fun Day

There are great sites to see in New Orleans. Upon team’s request a staff member will take a team around the area for sight seeing. Coordinate with Field Management when you arrive.

Operation Blessing Disaster Relief

Driving Directions

Address

310 Kensington Blvd
Slidell, LA 70458

The site is located in a building that was once a large “Schwegmann” grocery store. “Schwegmann’s Blvd.” is referred to on “Mapquest.” It is the same as Kensington Boulevard.

From I-59 Westbound:

Take I-10 via Exit 1C on the LEFT toward New Orleans
Take the US-190 exit- EXIT 266- toward SLIDELL
Turn right onto US-190, Gause Boulevard.
Turn right at the second traffic light onto Kensington Blvd.
Large brick building on the right.

From I-55 Southbound:

Merge onto I-12 via EXIT 29A toward SLIDELL. Go 47 miles.
Merge onto I-10 W via EXIT 85A toward NEW ORLEANS. Go 1.4 miles.
Take the US-190 exit- EXIT 266- toward SLIDELL
Turn right onto US-190, Gause Boulevard.
Turn right at the second traffic light onto Kensington Blvd.
Large brick building on the right.

From I-12 Eastbound:

Merge onto I-10 W via EXIT 85A toward NEW ORLEANS. Go 1.4 miles.
Take the US-190 exit- EXIT 266- toward SLIDELL
Turn left onto US-190, Gause Boulevard.
Turn right at the third traffic light onto Kensington Blvd.
Large brick building on the right.