



To: Executive Vice Presidents, Chancellors, Vice Presidents, Vice Chancellors, Vice Provosts, Deans, Directors and Heads of Schools, Divisions, Departments and Offices

From: Luis Lewin  
Vice President for Human Resources

Alysa Christmas Rollock  
Vice President for Ethics and Compliance

Date: September 6, 2012

Re: Interim Policy on Volunteers

Dear Colleagues:

As you are aware, the policy on Volunteers, Interim (VI.B.2), went into effect July 1, 2012. The policy provides for registration of all volunteers with the department or unit in which they will work, and screening each volunteer against both the state and national sex and violent offender registries. The policy clarifies the types of services volunteers may be expected to perform and identifies circumstances in which additional background screening or signed agreements may be necessary.

In order to allow time to evaluate feedback from members of the University community and to respond to concerns regarding the administration of this policy before the policy is finalized, the interim policy has been revised to exclude current faculty and staff and currently enrolled students from its coverage. We are also further extending the date for completion of registration and registry checks of existing volunteers and are providing an exception for departmental and college/school advisory and alumni boards until December 31, 2012, when we anticipate a final version of the policy will become effective.

Please take a moment to review the policy and the related Administrative Manual on University Volunteers on the University Policies website at [www.purdue.edu/policies/human-resources/vib2.html](http://www.purdue.edu/policies/human-resources/vib2.html).

Responses to Frequently Asked Questions may be found at [http://www.purdue.edu/hr/Employee\\_Relations/volunteerPolicyFAQ.html](http://www.purdue.edu/hr/Employee_Relations/volunteerPolicyFAQ.html).

Your feedback on the policy is welcome and encouraged. Comments may be sent to either [ethics@purdue.edu](mailto:ethics@purdue.edu) or [policies@purdue.edu](mailto:policies@purdue.edu).

We appreciate your understanding and cooperation as we endeavor to maintain a safe environment for our University community.