

INSURANCE

Appropriate and comprehensive insurance cover is vital for all organisations involving volunteers.

Volunteer insurance is one way in which a not for profit organisation protects itself, its volunteer and paid staff, committee of management, clients and customers against risk. It is the responsibility of the organisation to be familiar with all the clauses of the policy and provide details to its staff. Volunteer involving organisations should minimise risk to its staff, clients and customers through proper health and safety practices, documented procedures, training and management practices.

Types of Insurance:

Volunteering Australia recommends that volunteer involving organisations seek professional advice in determining what cover is available and appropriate for their needs. Listed below are some of the types of insurance you may wish to consider:

Personal Accident Insurance to cover volunteers for any out-of-pocket expenses following accidental injury, disability or death while carrying out their work on behalf of the organisation. This type of insurance would normally cover loss of income.

Public Liability Insurance to cover an organisation for its legal liability to third parties for personal injury or property damage caused by an occurrence in connection with the insured organisation's business activities.

Directors' and Officers Liability to compensate committee members and office bearers for loss, including legal costs, where they have committed a wrongful act in the running of the organisation.

Professional Indemnity Insurance to compensate the organisation for loss incurred through a claim made against the organisation for breach of professional duty arising from negligence, errors, omissions, defamation, loss of records or documents, dishonest acts etc by volunteer or paid staff.

Motor Vehicle Comprehensive Insurance to cover vehicles owned and driven by volunteer or paid staff for loss or damage to the vehicle or third party property.

Other types of insurance for organisations to consider include property/contents, products liability and events insurance.

***Disclaimer:** Information provided on this information sheet is a guide only. Organisations should take professional advice to ensure that they are adequately and appropriately covered by insurance.*