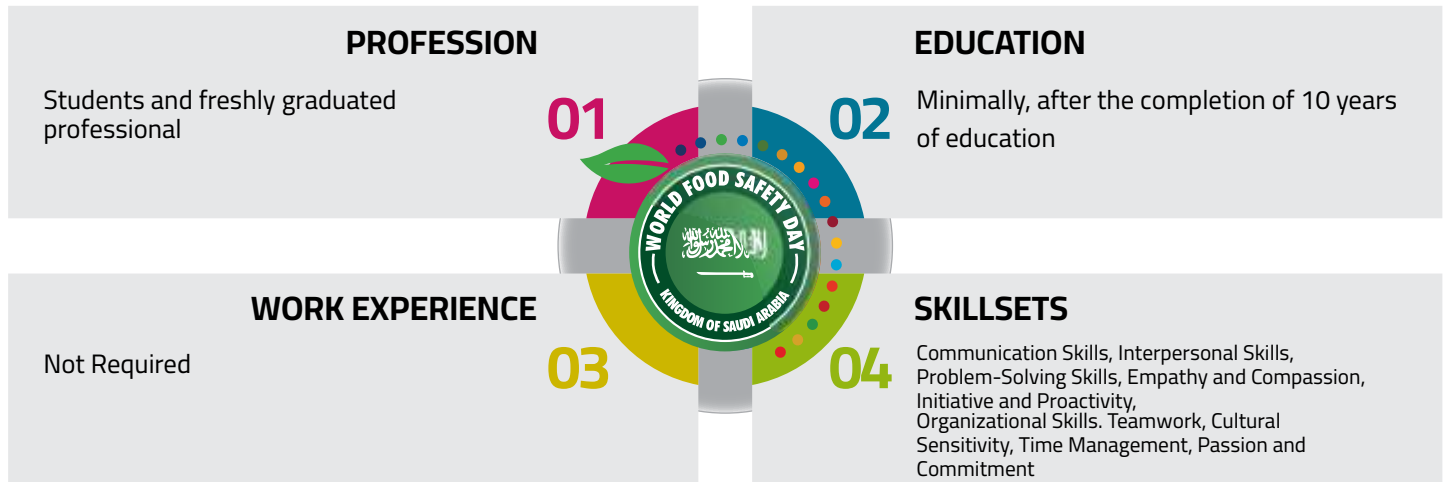


WORLD FOOD SAFETY DAY

VOLUNTEER FRAMEWORK & COMMITMENTS DESCRIPTION

1. WFSD VOLUNTEERING CRITERIA:



APPOINTMENTS ARE MERIT-BASED, RECOGNIZING INDIVIDUAL PROFESSIONAL ACHIEVEMENTS AND CONTRIBUTIONS RATHER THAN CURRENT OCCUPATIONAL STATUS.

2. FRAMEWORK FOR COMMITMENTS:



3. ROLES AND RESPONSIBILITIES OF A WFSD VOLUNTEER:

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| <p>3.1. REGISTRATION ASSISTANCE:</p> <p>Help with attendee registration, distributing badges, materials, and providing information about the World Food Safety Day conference schedule and venue.</p> | <p>3.4. INFORMATION DESK:</p> <p>Staff an information desk or booth where attendees can ask questions, get directions, and receive assistance.</p> |
| <p>3.2. SESSION SUPPORT:</p> <p>Assist with the setup of World Food Safety Day conference sessions, ensuring audiovisual equipment is functioning correctly, and helping attendees find their seats.</p> | <p>3.5. EXHIBITOR ASSISTANCE:</p> <p>Support exhibitors by helping with booth setup, providing directions to their booths, and answering questions about the exhibition area.</p> |
| <p>3.3. USHERING:</p> <p>Direct attendees to various World Food Safety Day conference areas, including session rooms, exhibitor booths, and dining areas.</p> | <p>3.6. SPEAKER SUPPORT:</p> <p>Assist speakers and presenters by ensuring they have the necessary equipment and materials for their sessions.</p> |

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3.7. NETWORKING FACILITATION:

Encourage networking among attendees by organizing icebreaker activities, networking sessions, or social events.

3.8. MATERIALS DISTRIBUTION:

Hand out conference materials, such as World Food Safety Day programs, brochures, and promotional items, to attendees.

3.9. POSTER SESSION ASSISTANCE:

Assist with poster session setup and provide information to attendees about the poster presentations.

3.10. ACCESSIBILITY SUPPORT:

Ensure that the conference is accessible to all attendees, including those with disabilities, by providing assistance and information on accessible features.

3.11. VOLUNTEER COORDINATION:

If serving as a lead volunteer or coordinator, oversee the tasks and schedules of other volunteers, ensuring that all responsibilities are covered.

3.12. FEEDBACK COLLECTION:

Gather feedback from attendees about their conference experience and report any issues or concerns to the organizing team.

3.13. EMERGENCY RESPONSE:

Be prepared to respond to emergencies or unexpected

situations, following established protocols and assisting attendees as needed.

3.14. VENDOR AND SPONSOR ASSISTANCE:

Assist conference sponsors and vendors with setup, coordination, and any special requests.

3.15. SOCIAL MEDIA PROMOTION:

Share updates, photos, and highlights from the conference on social media platforms, if assigned to a social media volunteer role.

3.16. LANGUAGE INTERPRETATION:

If proficient in multiple languages, provide interpretation services for non-English-speaking attendees.

3.17. LOST AND FOUND:

Manage a lost and found area to help attendees locate misplaced items during the conference.

3.18. CLEANUP AND TEAR-DOWN:

Assist with post-conference cleanup, including removing signage, disposing of materials, and ensuring that the venue is left in good condition.

3.19. PROFESSIONALISM:

Maintain a professional and courteous demeanor when interacting with attendees, exhibitors, speakers, and fellow volunteers. Food Safety Day conference, attracting esteemed speakers, sponsors, and participants, while serving as a dynamic spokesperson and ambassador for the event.

4. PROFESSIONAL ADVANTAGES OF ASSUMING THE ROLE AS A WFSD VOLUNTEER:

4.1. Details of your role as a Volunteer will be uploaded to the World Food Safety Day website and integrated into related documentation. This recognition aims to acknowledge and appreciate your valuable contributions to WFSD programs.

4.2. As a token of your involvement, you will receive a "Certificate" explicitly stating your role as a Volunteer for the WFSD Program.

4.3. You will have the opportunity to obtain a "Personalized Poster" from the WFSD Media Team, which can be utilized to showcase your role within professional forums and on social media platforms.