

**Volunteer Disaster Service Leave**

I understand that I am voluntarily deploying to \_\_\_\_\_ to aid in disaster relief. I am going as a part of a CEPAR sanctioned deployment. I will use PTO or vacation leave and my PTO/vacation bank will be replenished when I return.

I understand employees are not covered by Johns Hopkins malpractice insurance or Workers Compensation while on leave time during this volunteer disaster service. These insurance coverages are being provided by the organization with whom you are deployed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Employee departmental file  
HR Service Center file (Phipps 4<sup>th</sup> floor)