

## Checklist – Civilian Volunteer

Reference: PRCI 218

Applicant's Last Name:		Initials:	Service Number:
Corps/Squadron:		Date file received from Corps/Squadron:	
<b>FORMS TO BE SUBMITTED BY CORPS/SQUADRON</b>			
Corps/ Squadron <input checked="" type="checkbox"/>			Elemental Office <input checked="" type="checkbox"/>
	<a href="#">Cdt #139</a> – Volunteer Agreement		
	<a href="#">Cdt #103</a> – Record of Attendance at Cadet Harassment and Abuse Prevention (CHAP) Staff Training Session		
	<a href="#">Cdt #104</a> – Certification of Completion – Standard for Harassment and Racism Prevention (SHARP) Training		
	<a href="#">Cdt #106</a> – Certificate of Completion – Training and Education for Environmental Stewardship (TrEES)		
<b>TO BE COMPLETED BY ELEMENTAL OFFICE</b>			
Verify all documents			
Forward complete file to SO3 Personnel			
<b>TO BE COMPLETED BY PERSONNEL ADMINISTRATION OFFICE</b>			
Rcds Clk	Filed		

Updated 28 Sep 06