

## Presenter's Agreement

As a volunteer, member, and presenter of Kalamunda Community Radio Inc. (KCR):

1. I confirm that I have received appropriate training as a KCR presenter including use of KCR broadcast equipment. I will not make any unauthorised changes to such equipment. I will follow the documented procedures for starting and shutting down equipment. I will not make any changes to computers, or access or attempt to access any additional websites not specified in the Studio operating documentation.
2. I understand and agree that any work or service that I undertake for KCR is of a voluntary nature only, with no expectation of remuneration or reward.
3. I agree to abide by the Constitution of KCR.
4. I agree to abide by Programming Policies, Studio Rules, and Etiquette, and such directives as the Programming Department issues for the day-to-day running of KCR.
5. I understand that I am required to notify the Programming Department as soon as possible if I am unable to present my program on a specific day. Presenters who fail to broadcast their program on three occasions without a valid reason will forfeit their program slot and will need to re-apply for a slot.
6. I accept that all Program proposals and broadcasting material is required to be approved by the Programming Department, and that the Programming Department has the right to censor, edit or amend any program for broadcasting, including altering the length, rostered time, frequency, and publicity for it.
7. I undertake to abide by all laws relating to Copyright. I will not broadcast any musical or spoken material in breach of these. In particular, I will not make use of material from online services such as Spotify, YouTube, Netflix, Apple Streaming or similar services unless I own a copy of the material or have the written approval of the copyright holder.
8. I understand that the copyright for programs once broadcast by KCR remains with the Station and I will not make use of such broadcast material elsewhere without the consent of KCR.
9. I will only broadcast Sponsorship Messages, CSAs, Announcements, etc. specified on the Presenters' Log Sheets and will not comment on any products or services provided by KCR Sponsors.
10. I understand that I shall not speak publicly about or broadcast any information on the operation or business of KCR or of any member of KCR unless given express permission by the KCR Committee of Management or by the member.
11. I undertake to observe all KCR broadcasting rules relating to Defamation and Indecency.
12. I undertake to become familiar with and uphold the Broadcasting Standards as determined by the Australian Community and Media Authority (ACMA) and to comply with the Codes of Practice, Regulations and Legislation relevant to Community Broadcasting.
13. I understand that no unauthorised person is permitted to enter KCR premises. I also understand that no unauthorised person is allowed to use the KCR equipment.
14. I understand that the conduct of any illegal activities contrary to State and/or Federal Laws on KCR premises or whilst representing KCR, could result in the cancellation of KCR's Broadcasting Licence and I undertake not to engage in such activities.

15. I agree that I am responsible for the replacement or repair of equipment damaged as a result of my gross negligence or vandalism.
16. I understand that if there should be any disagreement between myself and any member of the KCR Committee of Management, another volunteer or member of KCR I will abide by the Grievance Procedures as outlined in the 2021 Constitution of KCR and in the Codes of Practice, as the appropriate avenue for conflict resolution.
17. I understand that, should I be in breach of this agreement, the Management Committee has the right to exercise its powers to apply appropriate disciplinary action which may lead to my dismissal.

Name: (Print) ..... Signed: ..... Date: .....

**Registered by Head of Programming:**

Name: (Print) ..... Signed: ..... Date: .....