

## Signatures

Electronic signatures are allowed if the group are able to add them.

If not, then a typed name in the signature box is sufficient, **so long as** there is also an email from the volunteer who has completed the form stating that:

‘the actions listed on Guidance/Risk Assessment document (insert name of the relevant Guidance/Risk Assessment document) have been completed’

You’ll need to send a copy of this email to the Volunteer Support Team together with your notification that the Guidance/Risk Assessment document has been uploaded to the Portal.