



# Amma Helping Foundation

## Guidelines:

### 1. **Respectful Communication:**

Always communicate with kindness, respect, and understanding. Treat fellow volunteers and beneficiaries with dignity and empathy.

### 2. **Confidentiality:**

Any personal or sensitive information shared within the group should remain confidential. This includes both volunteer and beneficiary details.

### 3. **Focus on the Cause:**

Keep discussions relevant to Amma Helping Foundation's activities and goals. Avoid off-topic conversations that could distract from the mission.

### 4. **Positive and Constructive Participation:**

Contribute ideas, solutions, and feedback in a positive manner. If there is an issue or concern, please approach it with a problem-solving attitude.

### 5. **Respect for Time and Efforts:**

Be mindful of the time commitment of others. Respond to messages in a timely manner and ensure that any tasks assigned are completed on time.

### 6. **Volunteering with Integrity:**

Always act with honesty and integrity. Do not engage in any activities that could harm the reputation of Amma Helping Foundation or mislead others.

### 7. **No Spamming or Promotions:**

Do not share unsolicited messages, advertisements, or promotions unrelated to Amma Helping Foundation's work in the group.

### 8. **Clear Communication:**

Be clear and concise when sharing information, updates, or requests. This ensures everyone stays informed and can act accordingly.

## 9. Safety and Well-Being:

Ensure that all actions and communications prioritize the safety and well-being of the beneficiaries, volunteers, and any other involved parties.

## 10. Volunteer Assistance:

If you're unable to attend a task or meeting, please inform the group or relevant individuals ahead of time so others can plan accordingly.

## 11. Report Concerns Immediately:

If you notice any inappropriate behaviour, issues, or concerns, please report them to the group admin or relevant authority immediately.

## 12. Personal Chats Disclaimer:

Please note that any interactions or agreements made in personal chats (outside of the official group) are not the responsibility of Amma Helping Foundation. The organization can only oversee and support matters discussed within the group.

## 13. Funding Discussions:

Any discussions, doubts, or details regarding funding should be addressed only within the official group. Personal discussions or inquiries about funds outside of the group will not be tolerated, to maintain transparency and accountability. AHF will not require any member or volunteer to contribute funds. Donations should be voluntary and made at their discretion, without any minimum amount requirement.

## 14. Volunteer Participation:

Volunteers are encouraged to actively participate in events. However, they must inform the group officially about their intention to participate and specify the tasks they wish to take on for the event. Once shared, assignments will be made accordingly to ensure smooth coordination.

## 15. Agreement to Guidelines:

All group members, irrespective of whether they are group admins, founders, or volunteers, must agree to these guidelines in order to be a part of Amma Helping Foundation (AHF). If any member disagrees with the guidelines, they are free to leave the group. Any member found not adhering to these guidelines will be removed from the group without prior notice or discussion.

- Note: These guidelines can be changed or modified at any time without prior notice.

- Team AHF.