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**ADMINISTRATIVE REGULATION  
AND PROCEDURE**

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Title: VOLUNTEERS	Code: 110601
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Policy Reference: J0500, Channels 10/36 Friends, Inc.

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Support of station operations through the use of volunteers will be coordinated through the Channel 10/36 Friends, Inc.

Requests for volunteers must be submitted to the Friends' Volunteer Coordinator (297-8009), who will determine the appropriate staffing levels and schedule.

The Friends' Volunteer Coordinator will be responsible for volunteer service record keeping to satisfy Corporation for Public Broadcasting requirements for the station's Community Service Grant.