

PAL Ottawa Confidentiality Agreement



I, _____, agree with the following statements:

I understand that I may come in contact with confidential information during my time as a Member of the Board of Directors of PAL Ottawa or as a contracted employee. As part of the condition of my work with PAL Ottawa I hereby undertake to keep in strict confidence any information regarding any client, partner, consultant, employee or business of PAL Ottawa or any other organization that comes to my attention while volunteering with or working for PAL Ottawa. I will do this in accordance with the PAL Ottawa's privacy policy and applicable laws, including those that require mandatory reporting.

I also agree to never copy or distribute any confidential material of any kind related to PAL Ottawa unless authorized as part of my duties, or with the express permission or direction to do so from PAL Ottawa Management or the Board of Directors.

(Print Name)

(Signature)

Dated this _____, 20__

Revised 22/08/09