



**Board of Directors
Confidentiality Statement**

Respecting the privacy of our donors, clients, volunteers, staff and of HOPE 4 Youth itself is a basic value of HOPE 4 Youth.

Board Members of HOPE 4 Youth will be exposed to information which is confidential and/or privileged and proprietary in nature.

Board Members will hold in strict confidence all confidential information, and not directly or indirectly divulge, disclose, or make use of for any purpose whatsoever confidential and proprietary information of HOPE 4 Youth, except as expressly authorized by HOPE 4 Youth to carry out Board Member duties and responsibilities. Care shall also be taken to ensure that unauthorized individuals do not overhear any discussion of confidential information and that documents containing confidential information are not left in the open or inadvertently shared.

This includes information pertaining to donors, clients, volunteers, staff members and your fellow Board Members.

Unauthorized disclosure of confidential or privileged information is a serious violation of this policy and will subject the person(s) who made the unauthorized disclosure to appropriate discipline, including removal/dismissal.

Printed Name _____

Signature _____ Date _____