



Volunteer Confidentiality Agreement

This agreement applies to all volunteers associated with and/or involved in the activities or affairs of Lead Girls of NC. This includes all activity associated with Lead Girls of NC at all program site locations. All data, materials, knowledge and information generated through, originating from, or having to do with Lead Girls of NC or persons associated with our activities, including contractors, is to be considered privileged and confidential and is not to be disclosed to any third party. All pages, forms, information, designs, documents, printed matter, policies and procedures, conversations, messages (received or transmitted), resources, contacts, e-mail lists, e-mail messages, participants, board members or public information is confidential and the sole property of Lead Girls of NC . This also includes, but is not limited to, any information of, or relating to, our board member, participants, operations and activities. This privilege extends to all forms and formats in which the information is maintained and stored, including, but not limited to hardcopy, photocopy, microform, automated and/or electronic form. Participant information, including all file information, is not be disclosed to any third party, under any circumstances, without the consent of the Lead Girls volunteer coordinator that is supervising you and the Executive Director. Any disclosure, misuse, copying or transmitting of any material, data or information, whether intentional or unintentional, will subject you to disciplinary action and/or prosecution, according to the procedures set by Lead Girls of NC and any applicable laws.

My signature signifies I agree to these terms and will abide by, adhere to and honor all of the above.

Signature of Volunteer

Date

Signature of Lead Girls of NC Volunteer Coordinator

Date