



Eliza's Helping Hands, Inc.
(336) 865-0389
www.elizashelpinghands.org

Confidentiality Agreement for Volunteers

Eliza's Helping Hands, Inc. requires that strict confidentiality be maintained with respect to all information obtained by volunteers concerning the organization, as well as the clients and others they serve. The volunteer shall not disclose any information obtained in the course of his/her volunteer placement to any third parties without prior written consent from the organization. This includes but is not limited to information pertaining to financial status and operations such as budget information, donations of money or gifts in kind, salary information, personal and identifiable information of clients, staff or other volunteers.

No information concerning any volunteer will be divulged without prior written consent from the volunteer. This includes addresses, telephone numbers, etc.

Failure to comply with the confidentiality policies of the organization may result in disciplinary actions, including the dismissal of the volunteer.

I understand the above and agree to uphold the confidentiality of these matters both during and following my volunteer service with the organizations.

OR

As a volunteer of EHH, I understand that I may have access to confidential information, both verbal and written, relating to clients, volunteers, staff and the organization.

I understand, and agree, that all such information is to be treated confidentially and discussed only within the boundaries of my volunteer position at EHH.

I also agree not to discuss these same matters after I have left my volunteer position at EHH. I further understand that breach of this agreement shall constitute grounds for and may result in termination of my volunteer status with EHH.

Except where such disclosure is consistent with stated policy and relevant legislation. Please sign below to indicate your acceptance and agreement with these terms outlined above.

Volunteer Signature: _____

Date: _____