



CONFIDENTIALITY AGREEMENT

As a *volunteer/partner/service provider* of Ve'ahavta: The Canadian Jewish Humanitarian and Relief Committee, I am aware that the data and materials, to which I may have access, are to be treated in a professional and confidential manner in accordance with the organization's Privacy Policy and Procedures. Confidential information may include, but is not limited to:

- lists of records of donations
- financial and fundraising information
- reports and plans
- policies and procedures

I acknowledge that my obligation to respect the confidentiality of information as described in this statement is ongoing, both during and after my employment or association with Ve'ahavta.

This information will be used only in the conduct of official business and may not be disclosed to any third party without prior approval of the Executive Director of the organization.

I have read, understand and agree to abide by the terms of the above statement. I further understand that any breach of this agreement shall result in disciplinary action, up to and including immediate termination of my involvement with Ve'ahavta.

Name (Print)

Signature

Date

**Executive Director
Approval/Signature**

Date

**Head of Department
Approval/Signature**

Date
