



CONFIDENTIALITY POLICY & AGREEMENT *for Board of Directors*

Seven Acres Ministry Board of Directors are responsible for the security of any confidential information to which they have access. They have an obligation to maintain the confidentiality of proprietary, confidential and sensitive information, documents and data concerning Seven Acres Ministry, its clients, staff, volunteers, and donors. Board of Director members will not discuss or divulge internal ministry business concerning any of the above entities except to (1) the extent necessary for the normal conduct of business and (2) those that are specifically authorized to receive such information.

This policy is not intended to delay normal ministry communications, but rather it's to specify individual discretion. Violation of this policy/agreement constitutes grounds for removal from office.

I have received and read a copy of the Seven Acres Ministry Confidentiality Policy/Agreement and I understand and accept the policy and guidelines set forth within the document.

My signature demonstrates my agreement to hold confidential all ministry business/matters pertaining to the clients, staff, volunteers, and donors during and beyond my term/s of service on the Board of Directors of Seven Acres Ministry.

Confidentiality Agreement:

I agree that I will keep confidential any proprietary, confidential and/or sensitive information, documents or data concerning Seven Acres Ministry, its clients, staff, volunteers, and donors that I may have access to as a result of carrying out my responsibilities as a member of the Board of Directors.

Signature:

Print Name:

Date: