



Fraser Valley Paddling Club

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www.fvpc.ca

FVPC Board Member Confidentiality Policy

Policy No. 2023-02

Adopted: September 24th, 2023

Amended: Nov 26th, 2023

Intention

To keep paddlers personal information confidential, by ensuring all FVPC Board members and volunteers (including team captains) are aware that member's personal information given to them is to assist in their role and not to be shared or use in a way that was not intended by the collection of such information.

Policy

Statement of Confidentiality

It is the policy of the Fraser Valley Paddling Club (hereafter referred to as FVPC) that Executive Board and committee members of FVPC will not disclose confidential information belonging to, or obtained through their affiliation with, FVPC to any person, including their relatives, friends, and business and professional associates, unless the Paddler has authorized disclosure.

This policy is not intended to prevent disclosure where disclosure is required by law, or in the event of an emergency. Confidentiality is the preservation of privileged information. Board members (Trustees) and other volunteers are cautioned to demonstrate professionalism, good judgment, and care at all times in handling any information related to FVPC to avoid unauthorized or improper disclosures of confidential information.

While board and committee members are expected and encouraged to discuss the organization with one another and targeted publics, they shall not engage in any communication that would not be supported by board policy, procedures, or decisions.

At the end of the board or committee member's term or upon their resignation or removal from the Board of Directors or committee, they shall return, at FVPC'S request, all documents, papers, and other materials, regardless of medium, which may contain or be derived from confidential information, in their possession.



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It is expected that board and committee members, will not use trade secrets, client lists, or other confidential information acquired by virtue of being on the board or committee, even after they complete their service with FVPC.

Certification

I have read FVPC's Statement of Confidentiality presented above. I agree to abide by the requirements of the policy and this statement and to inform the FVPC President immediately if I believe any violation (unintentional or otherwise) of the policy or this statement has occurred.