



Confidentiality Agreement for VOLUNTEERS

Whereas _____ is involved in work, volunteer or otherwise,
(Volunteer name)

in assisting the Diocese, including any of the parishes, offices or organizations that are part of the Diocese;

And whereas the Diocese may provide or allow _____ to
(Volunteer name)

access information, both verbally and in document form, in relation to the confidential operations of the Diocese including financial and personal information related to the Diocese and its employees, volunteers and/or parishioners;

And whereas such information is private and confidential the Diocese has an obligation to maintain the privacy expectations of the Diocese and its employees, volunteers and/or parishioners;

_____ agrees to act in accordance with the provisions of
(Volunteer name)

this Agreement, and ensure that the documents and information they receive or have exposure to that is related to private and confidential matters shall:

1. be maintained in strict confidence;
2. not be disclosed to any third party or entity;
3. be used only for the purpose they were provided for and in fulfilment of work undertaken on behalf of the Diocese; and
4. be returned to the Diocese or destroyed at the ultimate conclusion of the work undertaken.

Provided however, that the obligations imposed by this Agreement shall not preclude the disclosure of any private and confidential documents or information to others assisting in the work undertaken.

Volunteer's Signature

Date