



Confidentiality Agreement for Volunteers

AXYS requires that strict confidentiality be maintained with respect to all information obtained by volunteers concerning the organization, as well as the constituents and others they serve, particularly because constituents and their family members must be able to expect that information concerning their genetic conditions will be kept in complete confidence.

As a volunteer of this organization, I understand that I may have access to confidential information, both verbal and written, relating to constituents, members, donors, volunteers or staff and the organization.

I also understand that I may not disclose any information obtained in the course of my volunteer placement to any third parties without prior written consent from the organization. This includes but is not limited to information pertaining to the AXYS database of constituents, financial status and operations such as budget information, donations of money or gifts in kind, salary information, and personal medical and other information pertaining to constituents, staff or other volunteers.

I understand, and agree, that all such information is to be treated confidentially and discussed only within the boundaries of my volunteer position at this organization. I also agree not to discuss these same matters after I have left my volunteer position at this organization.

I further understand that breach of this agreement shall constitute grounds for and may result in termination of my volunteer status with this organization except where such disclosure is consistent with stated policy and/or relevant legislation.

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

Please sign below to indicate your acceptance and agreement with these terms outlined above.

Volunteer Signature: _____

Volunteer Name (please print): _____

Date: _____

- Completed document should be scanned and emailed to director@genetic.org