



MAPS CANADA VOLUNTEER NON-DISCLOSURE AGREEMENT

Although MAPS Canada does favor the open sharing of information between ourselves and other organizations, it is important to have a proper and legal framework in place for protecting the privacy and security of our organization and the members that compose it.

I. The Parties. This Volunteer Non-Disclosure Agreement, referred to as the “Agreement”, applies to (full legal name: printed) _____, referred to as the “Volunteer”, associated with and/or involved in the activities or affairs of MAPS Canada, located at 777 Hornby Street Suite 600, Vancouver, BC, V6Z 1S4, referred to as the “Organization”, with both the Volunteer and Organization collectively referred to as the “Parties”.

II. Confidential Information. All data, materials, knowledge, and proprietary information generated through, originating from or having to do with the Volunteer Program or persons associated with its activities, including contractors, is to be considered Confidential Information and is not to be disclosed to any outside party. This includes, but is not limited to, documents, information, designs, printed matter, policies, procedures, conversations, messages (received or transmitted), resources, contacts, e-mail lists, and e-mail messages, whether internally between staff or outside the Volunteer Program is confidential and the sole property of Volunteer Program and MAPS Canada.

III. Clients. Client information, including all file information, is not to be disclosed to any third party under any circumstances without the written consent of the Organization.

IV. Damages. Any disclosure, misuse, copying or transmitting of any material, data, or information, whether intentional or unintentional, will subject the Volunteer to disciplinary action, prosecution, and/or monetary damages according to the procedures set by the Organization and any applicable laws.

The signature of the Volunteer below acknowledges his/her agreement to the aforementioned terms.

Volunteer’s Signature _____ Date _____

Legal Address _____

Signed in the Province of _____ Contact Email _____

For Internal Use:

Received by _____ Date _____