



DUMB FRIENDS LEAGUE VOLUNTEER CONFIDENTIALITY AGREEMENT

Volunteers of the Dumb Friends League have access to confidential information about the League and its practices, partners, donors and customers; this means any information that is not generally known to or accessible by the public concerning or arising from the League's business. It would include, but is not limited to: customer or Volunteer demographic information (names, addresses, email, phone numbers, history, etc.), adoption history, animal disposition, donor information, financial information, strategies, practices, and agreements with other organizations.

Disclosure of confidential information may damage the League's business and is therefore not permitted. Volunteers of the Dumb Friends League are not to directly or indirectly use, disclose or otherwise communicate any confidential information to any person or entity. This includes on social media such as Facebook, Twitter and Instagram.

Additionally, documents or records containing or reflecting confidential information prepared by or provided to Volunteers, and all copies, in any medium, are the property of the Dumb Friends League. Volunteers are not to use any of the League's property for any purpose not related to the performance of their duties while they are volunteering.

The Dumb Friends League has and will receive confidential or proprietary information from third parties that the League is responsible for. Volunteers are not to use or disclose any such information except as permitted by the League or the third party to whom the information belongs.

By signing this confidentiality agreement, you agree to the highest ethical standards and to abide by the following provisions:

1. All communications between Dumb Friends League staff, Volunteers and patrons is confidential.
2. The Volunteer shall not disclose confidential information to a third party without the Dumb Friends League's knowledge and permission.
3. I understand that as a Volunteer, I have a duty to keep information confidential throughout my term as a Volunteer, as well as after my Volunteer status ends.
4. I understand that my failure to abide by the terms of this Confidentiality Agreement may result in the termination of my participation as a Volunteer with the Dumb Friends League.

I, _____ (print name), have read the above Dumb Friends League Confidentiality Agreement and understand its terms and my responsibilities as a Volunteer.

Signature of Volunteer

Date