



Volunteer Confidentiality Agreement

This agreement applies to all volunteers associated with and/or involved in the activities or affairs of Student Co-op Homes.

All data, materials, knowledge and information generated through, originating from, or having to do with Student Co-op Homes or persons associated with our activities, including contractors, is to be considered privileged and confidential and is not to be disclosed to any third party. Unless it is public knowledge or you have explicit permission to do so.

All pages, forms, information, designs, documents, printed matter, policies and procedures, conversations, messages (received or transmitted), resources, contacts, e-mail lists, e-mail messages, client, staff or public information is confidential and the sole property of Student Co-op Homes.

This also includes, but is not limited to, any information of, or relating to our contractors, Board Directors, operations and activities. This privilege extends to all forms and formats in which the information is maintained and stored, including, but not limited to hardcopy and/or electronic form.

Sensitive information, including all file information, is not to be disclosed to any third party, under any circumstances, without the consent of the SCH contractor/ Board of Directors.

Any disclosure, misuse, copying or transmitting of any material, data or information, whether intentional or unintentional, will subject you to disciplinary action and/or prosecution, according to the procedures set by Student Co-op Homes and any applicable laws.