



— NIAGARA PENINSULA —
CONSERVATION FOUNDATION

BOARD MEMBER OATH

I acknowledge that I have read and understood the Niagara Peninsula Conservation Foundation’s (NPCF) policies and procedures including privacy, confidentiality and Code of Conduct. For the purposes of this Oath, confidential information includes, but is not limited to, labour/employee relations, property, personnel, legal or other types of information that require safeguarding. As the NPCF receives in-kind support from the Niagara Peninsula Conservation Authority (NPCA) through office and server space, relevant confidentiality policies of the NPCA shall also be adhered to.

CONFIDENTIALITY

I understand that:

- All confidential and/or personal information that I have access to or learn through my affiliation with the NPCF is strictly confidential,
- As a condition of being a Board Member with the NPCF, I must comply with these policies and procedures, and
- My failure to comply may result in my censure from the Board of Directors and may also result in legal action being taken against me by the NPCF and other.

I agree that I will not access, use or disclose any confidential and/or personal information that I learn of or possess because of my role on the Board of Directors or affiliation with the NPCF. I also understand that under no circumstances may confidential and/or personal information be communicated either within or outside of the NPCF, except to other persons who are authorized by the NPCF to receive such information.

I agree that I will not alter, destroy, copy or interfere with this information, except with authorization and in accordance with the policies and procedures.

POLICIES

I agree to comply with all NPCF policies and procedures including the NPCF Code of Conduct which I will responsible for reviewing. I agree to abide by all current and future policies, rules and procedures of the NPCF.

SECURITY

I agree to keep any computer access codes (for example, passwords) confidential and secure. I will protect physical access devices (for example, keys and access cards) and the confidentiality of any information being accessed.

I will not lend my access codes or devices to anyone, nor will I attempt to use those of others. I understand that access codes come with legal responsibilities and that I am accountable for all work being done under these codes. If I have reason to believe that my access codes or devices have been compromised or stolen, I will immediately contact the appropriate staff member.

PRIVACY

I agree to comply with all of the obligations and imperatives of the *Municipal Freedom of Information and Protection of Privacy Act*.

I further agree that as a Member of the Board of Directors of the NPCF who is working in a fiduciary position, I have been entrusted with confidential information and am aware of my obligations regarding the communication of sensitive information obtained during my term as a Board Member with the NPCF.

I make the commitment that I will not, either during or after my term as a Board Member with the NPCF, and without due authority, disclose, discuss or make known to any third party any matter that would not normally be disclosed to the public except where required by law.

Member Name – Please Print

Date

Member Signature

Witness Name – Please Print

Witness Signature