

Bohemia Walled Garden Association (BWGA)

Non-Disclosure Agreement

During your volunteering with the BWGA you may have access to information of a confidential nature in order to carry out your role.

Confidential information may be written, spoken or electronic and may include:

- phone conversations
- membership records
- emails/letters
- documents or contracts
- information about the charity's activities, finances or planning

Confidential information is held on trust and should not be discussed outside the BWGA or in general conversation, and must not be used for your own purposes.

Your duty of confidentiality is indefinite and continues after your involvement with the charity has finished

When my involvement finishes with the BWGA, I will share any electronic data with the Association and once received, remove such data from my devices. I will return all relevant paper records to the Association.

I have read and understood the above statement:

Signature: _____

Name: _____

Date: ____/____/____