



CONFIDENTIALITY POLICY AGREEMENT FOR BOARD MEMBERS

It is the policy of the Asian Pacific Islander American Public Affairs Association (hereafter “APAPA”) that board members of APAPA will not disclose confidential information belonging to, or obtained through their affiliation with, APAPA, to any person, including their relatives, friends, and business and professional associates, unless APAPA has authorized disclosure. This policy is not intended to prevent disclosure where disclosure is required by law. Confidentiality is the preservation of privileged information. Confidential information includes, but is not limited to, APAPA strategy documents and planning documents, member lists or information, partner lists or information, sponsor lists or information, intern lists or information, public/elected official lists or information. Board members and other volunteers are cautioned to demonstrate professionalism, good judgment, and care at all times in handling any information related to APAPA to avoid unauthorized or improper disclosures of confidential information. While board members are expected and encouraged to discuss the organization with one another and targeted publics, they shall not report opinions expressed in meetings, nor shall they report independently on committee action, or engage in any communication that has not been approved by the National Executive Director or that would not be supported by APAPA policy, procedures, or decisions. At the end of the board member’s term or upon his/her retirement, resignation or removal from the Board of Directors, he/she shall return all documents, papers, and other materials, regardless of medium, which may contain or be derived from confidential information, in his/her possession. It is expected that board members will not use trade secrets, privileged or other confidential information acquired by virtue of being on the board or via performing their duties as a board member, even after they complete their service with APAPA.

I agree to abide by the requirements of the policy and this statement and to inform the National Executive Director immediately if I believe any violation (unintentional or otherwise) of the policy or this statement has occurred.

Printed Name _____

Signature _____

Date _____