

Volunteer Driver Program Took Kit Volunteer Driver Oath of Confidentiality

Volunteer Driver Oath of Confidentiality Sample

Policy

All staff and volunteers of [ABCD] have a set of ethical responsibilities by which they are bound to the rider, the community and themselves. The principle of confidentiality is basic to the maintenance of professional ethics and community respect.

The [ABCD] riders act in good faith, expecting their circumstances and personal matters to remain confidential. [ABCD] is obligated to reciprocate. Confidentiality of the rider information is maintained for the protection of the rider and for [ABCD].

All staff and volunteers will take responsibility for protecting the confidentiality of riders and their personal information.

All written and unwritten information about riders of [ABCD] are considered confidential.

All written information about riders of [ABCD] will be maintained in files in locking file cabinets.

New staff and volunteers will receive instruction on these confidentiality procedures.

Oath of Confidentiality

Whereas, I understand that any information about riders secured by me, or available to me, in the pursuit of my duties at [ABCD] is of a confidential nature and must not be divulged except as required by specific [ABCD] policy;

Whereas, I know as a condition of my involvement that I am to maintain the confidentiality of riders of [ABCD];

I, the undersigned, hereby agree to the confidentiality of [ABCD]'s riders and take all reasonable precautions to safeguard that trust.

Volunteer: _____

Witness: _____

Date: _____

Date: _____