# BOARD OF DIRECTORS

## Policy Type: Board Structure and Responsibilities

## Policy Title: Oath of Office & Confidentiality

The YWCA Niagara Region is committed to protecting the right to privacy of the employees, volunteers, donors and individuals we serve. Directors as a condition of their membership to the Board of Directors are expected to maintain the integrity of their position as outlined in the Oath of Office and Confidentiality Agreement.

**OATH OF OFFICE AND CONFIDENTIALITY AGREEMENT**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a Director of the YWCA Niagara Region, declare that, in carrying out my duties and responsibilities as a Director, I will:

1. Understand and exercise the powers of my position and fulfill my responsibilities in good faith and in the best interest of the Organization.

2. Exercise my responsibilities, at all times, with due diligence and in a reasonable and prudent manner.

3. Respect and uphold the Organization’s By-laws, Policies and collective decisions of the Board and best interest of the YWCA over my personal interests.

4. Keep confidential all information regarding clients, personnel and any other matters of the Organization. This Confidentiality Agreement will be signed upon election to the Board of Directors. *This duty of confidentiality continues indefinitely after I am no longer a Director on the Board.*

5. Conduct myself in a spirit of cooperation with other Directors and Staff to help foster the goals of the Organization.

6. Declare immediately any perceived or actual conflict of interest that may come to my attention.

7. Resign any position immediately as a Director in the event that I, or the Board, have concluded that I have breached my ‘Oath of Office’.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Taken from the YWCA Niagara Region Policies and Procedures- updated December 2018*