VOLUNTEERS CONFIDENTIALITY NONDISCLOSURE AGREEMENT

This Nondisclosure Agreement ("Agreement") is made and effective the _____Day of _____Year _____

BETWEEN: **SOUTHERN AFRICA EMBRACE FOUNDATION** (the "Organization"), a corporation organized and existing under the laws of ONTARIO, with its head office located at: 7 LARANDE COURT, BRAMPTON, L6Y0N1, ONTARIO

AND: _____ under the position of

_____ is an individual affiliated to

SOUTHERN AFRICA EMBRACE FOUNDATION. Southern African Embrace Foundation is a corporation organized and existing under the laws of ONTARIO, CANADA, with its head office located at: 7 LARANDE COURT, BRAMPTON, L6Y0N1, ONTARIO

1. ACCESS TO CONFIDENTIAL INFORMATION

The Volunteer understands that he/she may be given access to confidential information belonging to the Organization through his/her relationship with the Organization or as a result of his/her access to the Organization's premises and or information.

2. NATURE OF CONFIDENTIAL INFORMATION

The Volunteer understands and acknowledges that the Organization's confidential information and materials that are valuable and not generally known by those not affiliated with the organization include:

a. Any and all information concerning the Organization's former, current, future or proposed Board of Directors, team members, volunteers, donors, clients, programs, projects, partners, recipients, business deals, property, specifications, notebook entries, technical notes and graphs, computer printouts, technical memoranda and correspondence, product development agreements and related agreements.

b. Information and materials relating to the Organization's purchasing, accounting and marketing; including, but not limited to, marketing plans, fundraising plans, data, unpublished promotional material, cost and pricing information and client lists.

c. Information of the types described above which the Organization obtained from another party and which the Organization treats as confidential, whether or not owned or developed by the Organization.

d. Information shared by the team via emails, telephone, fax and or in person **will not be** shared with anyone not affiliated with the Organization. Doing so leads to **IMMEDIATE** dismissal from the position of _____.

e. Any and all information concerning the Organization's former, current, future or proposed Board of Directors, team members, volunteers, donors, clients, programs, projects, partners, recipients, business deals, property, correspondence, product development agreements and related agreements shall not be shared with anyone not affiliated with the Organization if not required to be used for the purposes of promoting the Organization and or educating the individual and or general public about the Organization's work.

f. Information relating to the Organization's assets, audit papers, donor information, banking, cash and taxes shall not be shared with anyone not affiliated with the appropriate department and or Organization.

3. VOLUNTEER'S OBLIGATIONS

In consideration of being admitted as a Volunteer, I _____ agree to hold in the strictest confidence any confidential information which is disclosed to me during my volunteer term and at any other time after the completion of my volunteer term. I agree not to remove any documentation, equipment or other materials from any Southern Africa Embrace Foundation office or premises or event locations without the Organization's written permission. I will not photograph or otherwise record any information to which I may have access during the volunteer term.

4. BINDING AGREEMENT

This Agreement is binding on _____, his/her heirs, executors, administrators and assigns and inures to the benefit of the Organization, its successors and assigns.

5. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Organization and _____ with respect to its subject matter. It supersedes all earlier representations and understandings, whether oral or written.

IN WITNESS WHEREOF, SOUTHERN AFRICA EMBRACE FOUNDATION and

_____ have executed this agreement at **TORONTO, ONTARIO** on

THIS ….. Day of …… The Year ……...

ORGANIZATION REPRESENTATIVE	**VOLUNTEER**
_____	_____
Authorized Signature	Authorized Signature
_____	_____
Print Name and Title	Print Name and Title