



Volunteer Confidentiality Policy

I, _____ (print name), agree that I will comply with the following Confidentiality Policy:

Lutheran Social Services of the Virgin Islands (LSSVI) volunteers and interns may not disclose any confidential or proprietary LSSVI information in any form, except within LSSVI as needed to carry out his or her responsibilities and otherwise as approved by his or her LSSVI supervisor. Confidential information includes, but is not limited to, any information concerning LSSVI clients or individual LSSVI employees and may be in the form of electronic or paper records, or information obtained or disclosed in any other format, such as in person meetings. Such prohibited disclosure includes, but is not limited to, posting on social media sites.

To break this confidentiality agreement will result in immediate dismissal and could result in possible legal action.

Signature

Date