



Curumbin Beach Vikings Surf Life Saving Club Inc. Confidentiality Policy for Employees & Board Members

Respecting the privacy of our members, staff, volunteers and sponsors of the Curumbin Beach Vikings Surf Life Saving Club itself is a basic value of Curumbin Beach Vikings Surf Life Saving Club.

At an executive board level, board members and employees of Curumbin Beach Vikings Surf Lifesaving Club may be exposed to information which is confidential and/or privileged and proprietary in nature. It is the policy of Curumbin Beach Vikings Surf Life Saving Club that such information must be kept confidential both during and after volunteer service or employment.

In particular personal and financial information of employees and individual athlete agreements at an executive board level are to remain confidential and should not be disclosed or discussed with anyone without permission or authorisation from the President. Care shall also be taken to ensure that unauthorised individuals do not overhear any discussion of a confidential nature and that documents containing confidential information are not left in the open or inadvertently shared.

Staff and volunteers, including board members, are expected to return materials containing privileged or confidential information at the time of separation from employment or expiration of board service.

Unauthorised disclosure of confidential or privileged information is a serious violation of this policy and will subject the person(s) to appropriate disciplinary proceedings, including removal/dismissal from employment or the executive board.

Non-Compete Clause. Signator agrees not to engage in any activity that is competitive with any activity of Company during the course of their relationship and for a period of 3 years after termination of the Agreement. For purposes of this paragraph, competitive activity encompasses forming or making plans to form a business entity that may be deemed to be competitive with any business of the organisation.

This does not prevent Signator from seeking or obtaining employment or other forms of business relationships with a competitor after termination of employment with the organisation so long as such competitor was in existence prior to the termination of relationship with the organisation and Signator was in no way involved with the organisation or formation of such competitor.

Business Opportunities. During the terms of this Agreement, if Signator becomes aware of any project, investment, venture, business or other opportunity (any of the preceding, collectively referred to as an "Opportunity") that is similar to, competitive with, related to, or in the same field as the organisation, or any project, investment, venture, or business of the organisation, then Signator shall so notify both the Club President and the Club CEO immediately in writing of such Opportunity and shall use Signator's good-faith efforts to cause the organisation to have the opportunity to explore, invest in, participate in, or otherwise become affiliated with such Opportunity.

Certification

I have read Curumbin Surf Life Saving Clubs policy on confidentiality and the Statement of Confidentiality presented above. I agree to abide by the requirements of the policy and inform the Club President immediately if I believe any violation (unintentional or otherwise) of the policy has occurred. I understand that violation of this policy will lead to disciplinary action, up to and including termination of my service with Curumbin Beach Vikings Surf Life Saving Club.

Name _____
Signature _____
Position _____
Date _____