



Volunteer Confidentiality Agreement

As a volunteer for Bournemouth Foodbank, you may have access to (or may learn of) information of a confidential nature including personal volunteer, donor and/or client details. Confidential information includes the contents of the foodbank operating manual, which should not be disclosed to people outside of the project.

When someone gives us any confidential information, they need to be sure that we will not pass this on to anyone else without their prior permission.

The only exception to this is if you have been party to any information which raises a concern to you, such as a safeguarding matter. In this case, you will be expected to share this with the nominated safeguarding person for the foodbank.

Confidential information includes (but is not limited to) foodbank vouchers, data collection system entries, spoken words and presentations, printed documents, loose notes, diaries, memoranda, drawings, photographs, electronic, magnetic and optical storage, and computer printouts.

Confidentiality Statement

I understand that while volunteering with Bournemouth Foodbank I may come across information that is confidential. I agree that I will never disclose such confidential information to anyone outside of the project, subject to the exception outlined above.

I also agree to respect the intellectual property of The Trussell Trust and not to pass on any foodbank forms or documentation I may use in the course of volunteering for Bournemouth Foodbank to anyone outside of the project.

I understand breaches of this agreement could result in termination of volunteering with the foodbank.

Signed Date

Name.....