Confidentiality Statement for Thunder Bay Police Service Board and Committee Members

It is the policy of Thunder Bay Police Service Board (TBPSB) that Board and Committee members of TBPSB will not disclose confidential information belonging to, or obtained through their affiliation with, Thunder Bay Police Service (TBPS) or TBPSB, to any person, including their relatives, friends, and business and professional associates, unless TBPSB has authorized disclosure. This is not intended to prevent disclosure where disclosure is required by law. Confidentiality is the preservation of privileged information. Board and Committee members are cautioned to demonstrate professionalism, good judgment, and care at all times in handling any information related to TBPS or TBPSB to avoid unauthorized or improper disclosures of confidential information.

While Board and Committee members are expected and encouraged to discuss the organization with one another and targeted publics, they shall not report opinions expressed in meetings, nor shall they report independently on committee action, or engage in any communication that has not been approved by the TBPSB Chair or that would not be supported by board policy, procedures, or decisions.

At the end of the Board or Committee member's term/upon retirement/upon resignation/upon removal from the Board or Committee, the member shall return, all documents, papers, and other materials, regardless of medium, which may contain or be derived from confidential information, in your possession to the TBPSB Chair. It is expected that Board and Committee members, will not use trade secrets, client lists, or other confidential information acquired by virtue of being on the Board or Committee, even after completing the member's term/retirement/resignation/removal.

I have read the Statement of Confidentiality presented above. I agree to abide by the requirements of this statement and to inform the Board Chair immediately if I believe any violation (unintentional or otherwise) has occurred.

Signature _____

Name _____

Date (DD/MM/YY) _____

Requires 2 signed copies – one for member/one for Board office.