



AMERICAN COLLEGE OF
VETERINARY OPHTHALMOLOGISTS

PO Box 1311 | Meridian, ID 83680 | Ph: 208.466.7624 | F: 208.895.7872 | www.ACVO.org

"...that light shall prevail over darkness..."[®]

ACVO CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT FOR REGENTS AND COMMITTEE AND TASK FORCE MEMBERS

The following policy applies to members of the American College of Veterinary Ophthalmologists' Board of Regents, its Executive Director, and members of committees or task forces authorized by the board.

It is the policy of American College of Veterinary Ophthalmologists (ACVO) that board, committee, and task force members of the ACVO shall not disclose confidential information belonging to, or obtained through their affiliation with, the ACVO to any person, including their relatives, friends, and business and professional associates, unless the ACVO has authorized disclosure. This policy is not intended to prevent disclosure where disclosure is required by law. In addition, no Regent shall discuss what takes place in meetings of the Board of Regents. Regents have a fiduciary duty to maintain as confidential the content of all meetings unless otherwise stated in such meeting.

While board, committee, and task force members are expected and encouraged to discuss the organization with one another and targeted publics, no committee or task force member shall report (including on social media) opinions expressed in meetings or communications, nor shall any member report independently on committee action or engage in any communication without prior written approval by the ACVO Executive Director or Board of Regents, or that would not be supported by board policies, procedures or decisions.

Upon completion of a member's term of service on the board, committee, or task force or upon his/her retirement, resignation or removal from the Board of Regents or committee, he/she shall return, at the request of the ACVO Executive Director of Board of Regents, all documents, papers, and other materials, regardless of medium, which may contain or be derived from confidential information, in his/her possession.

Under no circumstances shall a board, committee, or task force member disclose ACVO trade secrets, member lists, or other ACVO confidential information acquired by virtue of being on the board, committee or task force, even after they complete their service with the ACVO.

Date _____ *Initial* _____



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I, the undersigned Regent, staff member, or committee or task force member, hereby agree to adhere to this Statement of Confidentiality and to cooperate and collaborate with other committee and task force members, ACVO staff, and the Board of Regents. I further understand that my failure to abide by this Statement of Confidentiality may result in my immediate dismissal from the Board of Regents, committee, or task force or other disciplinary action. Additionally, the ACVO may seek preliminary and permanent injunctive relief in order to prevent a threatened or continued violation of this Agreement.

Certification

I have read the ACVO's Statement of Confidentiality presented above. I agree to abide by the requirements of the policy and this statement and to inform the Board of Regents, committee, or task force chair immediately if I believe any violation (unintentional or otherwise) of the policy or this statement has occurred.

Signature: _____ Date: _____

Name: _____

Committee / Task Force: _____

Term: _____ Phone: _____ E-mail: _____

Address: _____