



VOLUNTEER NON-DISCLOSURE AGREEMENT

This Volunteer Non-Disclosure Agreement, referred to as the "Agreement," applies to VOLUNTEERS who freely provide their services and expertise, receiving no monetary compensation, to be referred to as the "Receiving Party," associated with and involved in the activities or affairs of PEACE360 INITIATIVE, with a mailing address of 2345 Brook Springs Dr.#2, in the City of Brookfield, State of Wisconsin, referred to as the "Disclosing Party" and volunteers, collectively referred to as, the "Receiving Party."

The Disclosing Party has developed certain confidential information that it may disclose to the other Parties for the sole purpose of sharing necessary and critical information regarding the organization and parties involved.

The Parties therefore agree as follows:

CONFIDENTIAL INFORMATION:

Each party (in such capacity, a "Disclosing Party") may disclose certain of its confidential information to the other party (in such capacity, a "Receiving Party"). "Confidential Information" means:

All data, materials, knowledge, and private information generated through, originating from, or having to do with the volunteering with Peace360 Initiative, or, persons associated with its activities, including contractors and vendors, is to be considered Confidential Information and is not to be disclosed to any outside party. This includes, but is not limited to, documents, designs, printed matter, policies, procedures, conversations, messages (received or transmitted), resources, contacts, e-mail lists, and e-mail messages, whether internally between volunteers, or outside the organization, is confidential and the sole property of said organization.

a) Financial statements, budgets and projections, marketing strategies, software, business, fund development and strategic plans, or other confidential information, whether provided orally, in writing, or by any other media, that was or will be:

- i.) provided or shown to the Receiving Party by or on behalf of the Disclosing Party; or
- ii) obtained by the Receiving Party from review of documents, or,
- iii) property of, or communications with, the Disclosing Party; and
- iv) all notes, research analyses, compilations, studies, summaries, and other material, whether provided orally, in writing, or by any other media, that contains or are based on the information described in subsection (a.)

The Disclosing Party shall identify Confidential Information disclosed orally or electronically within 72 hours after disclosure, although failure to identify information as Confidential Information, is not an acknowledgment or admission that information is not confidential.

Receiving Party shall not under any circumstances, share or release the confidential information of members or clients served to a third party. This information includes, but is not limited to: notes, email messages, conversations, forms or other documents in Receiving Party's possession pertaining to members or clients served.

OBLIGATION TO MAINTAIN CONFIDENTIALITY:

- A. Confidentiality. The Receiving Party shall keep the Confidential Information, confidential. Except as otherwise required by policies or procedures, the Receiving Party may not disclose any Confidential Information to any person or entity other than:
 - i) a Receiving Party representative who 'needs to know' the Confidential Information for the purposes of its business with the Disclosing Party;
 - ii) a Receiving Party representative who signs a confidentiality agreement; and;
 - iii) with the Disclosing Party's prior written authorization; or
 - iv) use the Confidential Information for any purposes other than those envisioned by this agreement
- B. Term. The Receiving Party shall maintain the security and confidentiality of the Disclosing Party's confidential information, until such time as the confidential information of the Disclosing Party disclosed under this agreement becomes officially known and/or is made generally available through no action or inaction of the Receiving Party.
- C. Clients. Client information, including all file and personal information, is not to be disclosed to any third party, under any circumstances, without the written consent of Peace360 Initiative.
- D. Post Exit Process (PEP): Upon Departure, the Receiving Party shall delete all P3I Gmail accounts within 5 days. The Receiving Party shall agree to complete the Post Exit Process (PEP) by completing a verbal interview or electronic survey submitted within 10 business days after departure, provided by the Disclosing Party. The Disclosing Party will not provide references for the Receiving Party until the PEP is completed.

- E. Damages. Any disclosure, misuse, copying or transmitting of confidential data, or information, whether deliberate or not deliberate, could possibly subject Receiving Party to corrective action and/or up to dismissal with said organization.

Entire Agreement. This agreement constitutes the final agreement of the parties involved. It is the exclusive and complete representation of the parties' agreement, with respect to the subject matter of this agreement.

Volunteer Signature. Date _____
Peace360 Initiative (Representative)