	<p>APPROVED</p> <p>CONFIDENTIALITY POLICY</p>	POLICY NO.	20
		EFFECTIVE DATE	December 3, 2025
		REVISION DATE	

Purpose

Bow Valley Pickleball Association (BVPA) is committed to safeguarding and respecting the confidentiality of matters of the Association. The policy outlines the principles and practices BVPA Officers, Directors and Committee members follow in respecting the confidentiality of matters of the BVPA. Confidential Information includes any non-public information relating to BVPA's members, finances, strategies, personnel, legal matters, or any information a reasonable person would understand to be confidential.


Scope

This Policy will apply to all BVPA Officers, Directors, and Committee members.

Confidentiality Requirements

All BVPA Officers and Directors and non-board Committee Members are required to attest to the following:

- Maintain the confidentiality of all discussions and deliberations held during meetings of BVPA's Board and/or Committees.
- Maintain the confidentiality of all information and documents deemed to be confidential by BVPA's Board and/or Board Committees.
- Protect BVPA's information and not release or share confidential information without the permission in writing of the person who provided it.
- The duty of confidentiality continues after Board or Committee service with the BVPA has ended.
- Confidential materials held personally will be returned to the BVPA or securely destroyed upon completion of service.
- Exempt from this Policy is information required by law, regulation, or court order.
- BVPA Officers and Directors and non-board Committee members are required to sign a Confidentiality Agreement.

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Revision History

Date	Rev. No.	Change

References

Bow Valley Pickleball Association Bylaws