

California Council on Problem Gambling, Inc.

Volunteer Employment Form

SECTION I

Name _____ Date _____
Last First MI

Address _____ City _____ State _____ Zip _____

Telephone _____ SSN _____

Emergency Contact Information

Name _____ Telephone _____

SECTION II

I am volunteering my services to the California Council on Problem Gambling solely for my personal purpose or benefit without promise or expectation of compensation or benefits.

Volunteer Employee's Signature

Date

Supervisor's Signature

Date

California Council on Problem Gambling, Inc.

Confidentiality Agreement

In consideration of employment or volunteer position participating in California Council on Problem Gambling (CCPG) programs, the Undersigned agrees as follows:

1. The Undersigned agrees that for and during the entire term of employment or volunteer position at CCPG, and thereafter as long as necessary to assure confidentiality, any information, financial data (excluding tax and audited annual financial reports), personal files of staff, board members and volunteers, including Helpline request information, shall be considered and kept as the private and privileged records of CCPG.
2. Information shall not be divulged to any person, firm, corporation or other entity except on the direct authorization of the undersigned's supervisor and/or the Board of Directors of CCPG.
3. If the Undersigned is provided with computer access, the computer information accessed by the Undersigned is confidential and may not be shared with others.
4. Upon termination of employment or the ending of a volunteer position, the Undersigned agrees that he or she will continue to treat the Information as private and privileged and will not release any such Information to any person, firm, corporation, or other entity, by written or verbal statements except upon direct written authority of the Board of Directors of CCPG. Failure to maintain the Information as private and privileged will be considered a breach of confidentiality. CCPG shall be entitled to an injunction by any competent court to enjoin and restrain the unauthorized disclosure of such Information.
5. The Undersigned agrees to abide by CCPG's internal confidentiality procedures and protections regarding the access, dissemination, input and collection of confidential and private information with regard to data collection, CCPG records, computer system, E-mail, Internet, facsimiles and other methods of transferring or recording Information.
6. All information relating in any manner to CCPG's participants or organization, whether prepared by the Undersigned or otherwise coming into the Undersigned's possession, shall be the exclusive property of CCPG and shall be returned immediately to CCPG upon termination of the Undersigned's employment or volunteer position or upon CCPG's request at any time.
7. This agreement shall be governed by the law of the state of incorporation of CCPG, without reference to its conflict of laws provisions.
8. If all or any portion of any of the provisions of this Agreement shall be declared invalid, illegal or unenforceable by laws applicable hereto, then the performance of the offending provision or provisions shall be excused by the parties and such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement.

The undersigned has read and voluntarily signs the confidentiality agreement.

Volunteer Employee's Signature

Date

Supervisor's Signature

Date