



Type:	Operational	Created:	April 2023
Adopted By:	Board of Directors	Last Amended:	
Executive Responsibility:	Executive Director	Procedure:	

Section 1. Preamble

The intention of this policy is to ensure the Board of Directors of the Students' Unions of Vancouver Community College operates in a manner consistent with the BC Personal Information Protection Act (PIPA) and the BC Societies Act, and that any personal and/or confidential information the Board of Directors is responsible for is kept in a private, secure manner.

Section 2. Non-Disclosure Agreement

All members of the Board of Directors are required to completely fill out and sign a designated Non-Disclosure Agreement form at the start of their term of office.

Section 3. Failure to Complete Non-Disclosure Agreement

Any member(s) of the Board of Directors who fail or refuse to completely fill out and sign a Non-Disclosure Agreement shall not be permitted to participate in any confidential discussions, nor have access to personal information and/or other confidential Students' Unions records, until such time as the member(s) complete a Non-Disclosure Agreement.