



## Confidentiality Policy

Individuals with ongoing responsibilities within the AKBA may become aware of or have access to certain confidential information.

Confidential information may include, but is not limited to, financial information, human resources matters, and athlete-related information. This may encompass financial statements, performance evaluations, disciplinary matters, personal information relating to athletes or volunteers, and other information pertaining specifically to the operations and governance of the AKBA.

All such information is strictly confidential and shall not be disclosed, discussed, or shared with any person except as required in the proper performance of the individual's responsibilities, or as may be required by a court of competent jurisdiction or other lawful authority.

Unauthorized disclosure of confidential information may be seriously detrimental to the AKBA, its athletes, volunteers, and members. Volunteers must exercise reasonable care and judgment in the handling of confidential information and shall not carelessly, recklessly, or willfully handle, manage, or otherwise compromise the confidentiality of such information.

Where a volunteer becomes aware of confidential information that requires action or further consideration, the individual shall promptly relay the matter to the Board of Directors, which shall determine the appropriate course of action.

### **ONGOING OBLIGATION**

The obligation to maintain the confidentiality of information obtained through involvement with the AKBA continues even after an individual's role or affiliation with the organization has ended.

### **COMPLIANCE WITH PRIVACY LAWS**

The AKBA is committed to protecting personal information in accordance with applicable privacy legislation. Volunteers who collect, use, or have access to personal information through their role with the AKBA must handle such information in a manner consistent with applicable privacy laws and with the policies and procedures established by the Association.

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