

AMERICA'S SECOND HARVEST OF THE BIG BEND

Topic:	Board Governance	Policies/Procedures Title:	Donor Privacy
Number:	B110	Date Approved:	9/1/2016
		Date Amended:	

Policy: America's Second Harvest of the Big Bend will respect the privacy of all personal and organizational information of the donors and supporters of the organization. This privacy protection extends to how the agency obtains, uses, protects and shares the information about them. ASHBB will not sell any donor information or provide to other organizations donor information without the individual's consent

ASHBB will hold in strict confidentiality all information concerning donors and prospects, including names, addresses, beneficiaries, nature and value of estates, amounts of gifts, etc. unless a donor or prospect grants permission to use select information for purposes of referral, testimonial recognition or publicity.

All employees and volunteers will be trained to protect the privacy and security of personal information and access to information will be limited to those with a need to know for organizational purposes.