

**TAD Board of Directors and Committee Members,  
Confidentiality & Conduct Agreement**

As a board member or a volunteer committee member for the Texas Association of the Deaf (TAD), I will have access to information, data, and communication that is confidential, privileged, or proprietary. This TAD information, data, and communication may be written, spoken, or signed. This TAD information, data, and communication may be related to, but is not limited to, TAD board, members, sponsors, standing committees, and ad hoc committees. This TAD information, data, and communication may include correspondence with individuals who have contacted the TAD in regards to legal matters.

I agree that I will keep confidential any and all TAD information, data, and communication that I obtain or observe while engaging in committee work or activities for the TAD.

I promise I will not share without approval by the board and will not disclose any TAD information, data, and communication that I obtain or observe while engaging in committee work or activities for the TAD, and this includes the financial records, assets, holdings, resources, sponsorship information, contact information, or other information.

I also promise that I will conform to conduct that holds the TAD in the highest regard in the public eye, both in my work and in my personal life during the time I am volunteering for the TAD.

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Print Name

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Signature

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Date

**TAD CONFLICT OF INTEREST STATEMENT AND FORM**

The standard of behavior of the Texas Association of the Deaf (TAD) is that all staff, board members and volunteers scrupulously avoid conflicts of interest between the interests of the TAD on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.

I understand that the purposes of this policy are to protect the integrity of the TAD decision-making process, to enable our constituencies to have confidence in our integrity, and to protect the integrity and reputations of volunteers, staff and board members.

I shall make full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest, real or perceived. This written disclosure will be kept on file and I shall update it as appropriate.

In the course of meetings or activities, I shall disclose any interests in a transaction or decision where I (including my business, corporate or other nonprofit affiliations), my immediate family (spouse, children, parents, siblings) and/or my significant other, employer, or close associates will receive a benefit or gain. After disclosure, I understand that I will be asked to leave the room for the discussion and will not be permitted to vote on the question.

I understand that this policy is meant to supplement good judgment, and I shall respect its spirit as well as its wording.

*At this time, I am a Board member, committee member, consultant to, or employee of the following entities:*

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*Entities involving immediate family, significant other, and/or employer:*

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*This is to certify that I, \_\_\_\_\_, have read and shall abide by the above TAD Conflict of Interest Statement.*

*Date:*

*Signature:*