

COWLEY COUNTY EMERGENCY MANAGEMENT

Confidentiality Agreement

I understand that by virtue of my position as a member of a volunteer group working with Cowley County Emergency Management that I may have access to certain confidential information.

During emergencies and disasters, and in the field of Emergency Management, confidentiality is required and a breach of confidentiality will not be tolerated. Any volunteer that divulges confidential information to any party outside of emergency personnel will be subject to suspension and possible termination.

Confidential information shall include, but is not limited to the following:

- Any information heard over a radio while in “scramble” mode
- Any information received in the EOC or discussed in the EOC which has not been approved for public release by the Emergency Management Director, or designee
- Any information obtained from photos taken as part of damage assessments

Any photos taken by volunteers, as part of a damage assessment, are not to be sent to any media outlet. These photos are only to be taken and sent to Emergency Management. Photos of storm cells, tornadoes, hail, flooding, etc. are an exception. Volunteers are not to take photos of any individuals while doing damage assessments.

I have read the above agreement and I fully understand the contents of it.

Volunteer Printed Name

Volunteer Signature

Date

Emergency Management

Date

