



Service Member and Family Support

Family Readiness

SOUTH DAKOTA NATIONAL GUARD

605-737- 6089/737-6310/357-2970

ng.sd.sdarng.list.frsa@mailmil



NGSD-SMFS-SFRSA

Volunteer Code of Conduct & Confidentiality Agreement

Volunteer Code of Conduct

The South Dakota National Guard (SDNG) Volunteer Program is dedicated to providing services and training to Military Families. In an effort to maintain the highest standard of conduct, the SNDG Volunteer Program operates under the following code of Conduct, applicable to all volunteers:

- A. I will conduct myself in a professional manner at all times.
- B. I will not disclose any Personally Identifiable Information (PII) I may be privy too during the course of my volunteer duties.
- C. I will consider information I hear or learn as privileged and not for public knowledge.
- D. I will refrain from inappropriate language.
- E. I will not enter into conduct that would endanger the life, safety, health or well-being of others.
- F. I will not make false or defamatory statements against the National Guard, unit or Family Readiness Group.
- G. I will not bully, harass, be rude, or take unfair advantage of other participants.
- H. I will not operate or act in any manner that is contrary to the best interests of the National Guard.
- I. I will not enter into any financial agreements or contracts or further endorse any business on behalf of the National Guard.
- J. I will not make false statements against the National Guard, other volunteers or Family Readiness Group members.
- K. I will not use the National Guard name, emblems, endorsement, services or property unless authorized.

Volunteer Confidentiality Agreement

I, the undersigned, do hereby acknowledge that in my volunteer role for the National Guard unit's Family Readiness Group, I may have access to confidential and private information from the National Guard unit and families.

I agree that I shall not disclose any such confidential or private information maintained by the National Guard or obtained by me to any unauthorized person, and I will honor confidentiality and privacy of soldiers and families.

Volunteer Code of Conduct Agreement & Confidentiality

I acknowledge that I have reviewed the Volunteer Code of Conduct & Confidentiality Agreement as outlined above and that any actions contrary to this may be cause for termination from my volunteer position.

Volunteer Name (Printed)

Unit Affiliation

Volunteer Signature

Date

I, the undersigned, do hereby certify that I have discussed the guidelines for volunteer Code of Conduct and Confidentiality with the volunteer named above.

FRSA, or Unit Representative

Title

Date