



Homes First Society

Director, Committee, and Task Team Member Access to Information Policy

In the normal course, Directors, Committee, and Task Team Members will have access to a number of records prepared by Society staff, such as final and interim financial statements and data as to occupancy levels and rental income levels for individual buildings. On occasion, the Directors, Committee, and Task Team Members will be provided with statistical information derived from data relating to groups of residents or groups of Society staff, all with a view to assisting the Board to make policy decisions concerning the operations of the Society. Except as otherwise noted, all such records will be considered confidential information, not to be disclosed to others.

It is the policy of the Society that apart from material being prepared in the normal course, staff will not be asked to prepare information or analysis of data based on Society records for the use of the Board, or any Committee or Task Team, without the express direction of the Board or any such Committee or Task Team, all with a view to the economical use of Society staff time.

It is also the policy of the Society that the Board of Directors and its Committees and Task Teams will not access personal information about any individual resident or staff member or volunteer except in most unusual circumstances, and then only at the direction of the full Board, and only to such limited extent as the circumstances of the situation may require, with such protections against the release of any such personal information by any Director or Committee or Task Team Member as will protect personal privacy insofar as possible.

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- Created on June 13, 2006.
 - Revised on September 30, 2016.
 - Approved by HFS Governance and Nominating Committee on November 17, 2016; to be reviewed in 2021.
 - Approved by HFS Board of Directors on December 6, 2016.
 - This Policy applies to all Homes First Society Directors, Committee, and Task Team Members.