

Confidentiality Policy

Purpose of the Policy:

This policy lays out IMII's expectation as to the receipt, generation or exchange of information.

Scope:

This policy applies to all information received, generated or exchanged by and between IMII and its Members and Member Organizations in relation to IMII activities.

Definitions:

"Confidential Information" means any and all information of a confidential or proprietary nature (or which the IMII ought reasonably to know to be confidential) which relates to the business, affairs, technologies, systems or activities of IMII members or member organizations which is made available to the IMII by or on behalf of its Members or Member Organizations, but does not include information which:

- (a) Is or becomes public knowledge other than by a breach of this policy;
- (b) Is in the possession of IMII without restriction in relation to disclosure on or before the dates on which it is to be disclosed to or acquired by the IMII; or
- (c) Has been independently developed by the IMII or acquired from a source without breach by that person of any obligation of confidence concerning that confidential information.

"Member(s)" means the individual members and Member organizations belonging to the IMII.

"Member Organization(s)" means any business, educational institution, or other entity that has been granted membership in IMII.

Responsibilities:

Unless otherwise agreed, to, it is the expectation that all Members and Member Organizations will keep all information received, generated or exchanged by and between themselves in the course of participating in IMII activities confidential.

Unless otherwise agreed to, IMII shall keep all information provided to it by its Members and Member Organizations confidential.

Implementation Procedure:

This policy will be implemented by means of an agreement between Members and/or Member Organizations and the IMII, and/or between Member Organizations and/or the IMII (acting for Member Organizations) and educational institutions or other parties undertaking a project on behalf of the IMII.

Breach of Policy:

Directors, panel members and steering committee members who breach the provisions of this policy are subject to disciplinary action by the Board of Directors, including loss of privileges to attend Board meetings, removal from Panels and/or Committees, exclusion from any or all IMII premises or functions and such other sanctions as the Board may feel is appropriate under the circumstances. The Board reserves the right to ask the member representative to resign and/or the Member from which the representative was named to appoint a different person.

Employees who breach the provisions of the Code of Conduct & Ethics are subject to disciplinary action by the Board, up to and including termination of employment for just cause without notice or payment in lieu of notice.

Consultants or others are subject to termination of their contract or relationship with the IMII.