

**ANNUAL DISCLOSURE STATEMENT  
CONFLICTS OF INTEREST, DISPUTES, & CONFIDENTIALITY**

All directors, officers, key management employees, and committee members with board-delegated authority of Christian Outreach for Africa (“Corporation”) should complete this Annual Disclosure and Affirmation Statement annually. Note that it has three components: (1) conflict of interest; (2) confidentiality; and (3) dispute resolution. All statements below are in accordance with the Corporation’s Bylaws and attached policies, which provide further information. All signed statements should be retained with the Corporation’s other important corporate documents.

Disclosures of actual or potential conflicts of interest should be promptly addressed by the board or a board committee, as appropriate and in compliance with the Corporation’s conflict of interest policy.

**A. CONFLICT OF INTEREST DISCLOSURES**

Please initial each statement that applies to you:

\_\_\_\_\_ I have read and am familiar with the Corporation’s Conflict of Interest Policy. I agree to abide by its disclosure procedures and at all times to act in good faith and in the best interests of the Corporation.

\_\_\_\_\_ I am not aware of any direct or indirect conflict of interest that is required to be disclosed under the Conflict of Interest Policy.

\_\_\_\_\_ I have described below or in an attached letter every direct or indirect conflict of interest that is required to be disclosed under the Conflict of Interest Policy.

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\_\_\_\_\_ During the time I am in a position of corporate governance and/or management, I agree to report promptly any future situation that might involve or appear to involve me, my business partners, or any of my relatives in any potential conflict of interest with the Corporation. I am completing this disclosure statement based on the definitions contained in the Corporation's Conflict of Interest Policy.

**B. CONFIDENTIALITY AGREEMENT**

As a director, officer, key employee of Corporation, or committee member with board-delegated authority, I acknowledge that confidential information including donor data, fundraising strategies, program, financial, and marketing information, volunteer and personnel matters, computer passwords, and other proprietary information (collectively, "Confidential Information") may be disclosed to me. I acknowledge my fiduciary duty to maintain the confidentiality of Confidential Information, except to the extent that such information is otherwise disclosed in accordance with the ordinary course of business to the public or third parties, or is otherwise required to be disclosed under applicable law. I agree to take all reasonable steps and care to protect the confidentiality of the Confidential Information and prevent an unauthorized disclosure to any outside party. I further agree to promptly report any unauthorized use or disclosure of the Corporation's Confidential Information to the President of the Corporation and to provide reasonable assistance in the investigation of any such unauthorized use or disclosure. I understand that my duty of confidentiality continues after my service to the Corporation ends, and further that I may be legally responsible for damages (including attorneys' fees and costs) incurred by the Corporation in protecting its Confidential Information.

**C. DISPUTE RESOLUTION AGREEMENT**

I acknowledge and agree to comply with the Corporation's Dispute Resolution Policy, as contained in its Bylaws, for any and all disputes arising between myself and other persons operating under the authority of such Bylaws, with mediation as the primary forum and arbitration a secondary forum.

Printed Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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