



Confidentiality Agreement



To: The Corporation of the Trustees of the Roman Catholic Archdiocese of Brisbane

As

(Name of Parish/Agency)

CONFIDENTIALITY AGREEMENT

I understand that during the course of my voluntary arrangement with you, you have and may disclose to me, information which is confidential to you, the Church, your clients and/or parishioners.

I, _____ of _____
(Your Name) *(Your Address)*

recognise that as a requirement of my voluntary arrangement with _____
(Name of Parish/Agency)
the confidentiality of such information is acknowledged and further:

I agree to keep that information in the strictest confidence for and after the duration of my voluntary arrangement and not to disclose that information directly or indirectly to anyone other than a person you have notified to me to be a person authorised to receive that information;

I will never use that information for my own benefit or for the benefit of any third party;

I agree not to retain any confidential information or documents used by me or others during the term of my voluntary arrangement; and

I also agree that I will promptly, upon leaving this voluntary arrangement and in the event of any demand made by you, hand over to you all notes, correspondence and other written, printed or photographed material in my possession, power or control containing any such information and further that I will not retain other than in the course of my voluntary arrangement any such information.

I, _____ understand and agree that this undertaking shall run to the
(Your Name)

benefit of and be enforceable by your successors or assigns.



Signed:

Dated: