

Non-Disclosure agreement

Declaration of confidentiality

(to be subscribed by an employee of an external company)

The undersigned, [Name SURNAME], ID card number _____ issued by _____ on _____ employee of [insert the name of the company] acting as an external collaborator of the EUI on behalf of the abovementioned company in the field of *(e.g. User support, Network services, telephony, Windows/Linux system administration, information security, email configuration)*, expressly declares that he/she will hold all details, data, information and knowledge to which he/she has access through the exercise of that role in strict confidence.

Both during and after completion of the tasks related to *(list of assignments or project name)*, the undersigned will exercise and **ensure strict confidentiality with respect to third parties and shall not copy these details, data, information and knowledge.**

He/ She will also fully respect any obligations related to the protection of personal data as provided for by the applicable rules of the EUI Data Protection Policy (PRESIDENT DECISION No. 10/2019 of 18 February 2019). Mr/Ms XX has received a copy of the EUI Data Protection Policy.

He/ She will also fully respect the organisational and security policies published in the ICT Service website including:

- EUI Acceptable Use Policy
- Consequences of Misuse and Hacking of IT resources: Policy

Date

...../...../.....

Signature
