



Date Last reviewed	
Date Last revised	January 2020

Please review the information below. If you have any questions, please contact Risk Management & Insurance at riskmgmt@ucalgary.ca 403-220-5847.

## OATH OF CONFIDENTIALITY

I, the undersigned, understand that personal information maintained in the University of Calgary's Better Impact volunteer management system is confidential. I acknowledge that access and disclosure of this information is governed by the Freedom of Information and Privacy Act of Alberta and the University's Acceptable Use of Electronic Resources and Information Policy.

I further acknowledge that this data may only be accessed, used, or disclosed for work related purposes and that I may only use, review information or alter, change, modify, or delete existing personal information in accordance with applicable legislation and policy and if I am authorized to do so.

I understand that all university information assets remain in the university's custody and that I may not use or disclose them for any university work related purpose.

I understand that failure to abide fully by the above agreement is grounds for disciplinary action and including termination of your relationship with the University of Calgary.

Signed by:

Name (print) \_\_\_\_\_ Signature: \_\_\_\_\_

Category:    Employee            Volunteer            Other \_\_\_\_\_

Signed by Supervisor

Name(print) \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_

All administrators of the Better Impact Volunteer System must sign the Oath of Confidentiality and identify the category to which you belong.

If you are receiving access to the Better Impact volunteer system as part of your employment duties (Better Impact