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| Confidentiality Agreement  |

This agreement applies to all [Local Advisory Group- ***insert name here***] members in regards to the confidentiality of information relating to children, individual families.

**Confidentiality** is an obligation that restricts any person from using or disclosing any information in a way which is contrary to the interest of the person whom it relates to.

**Privacy** is a broader concept than confidentiality and relates toan individual’s ability to control the extent to which their and other people’s personal information is kept private.

**Privacy and the protection of confidential information is a serious issue and one of which everyone needs to be aware of. Failure to adhere to privacy legislation can have legal ramifications.**

**Declaration:**

* To accept responsibility for action, decision, policies, to honour our obligations to our community and other stakeholders, to be transparent and to accurately report, explain and accept responsibility for consequences of action.
* Willingness to observe the bylaws and board approved roles and responsibilities as per the LAG guidelines. ( always act with respect and dignity towards others)
* I understand that, while I am a member of LAG or providing assistance to them, I may have access to personal information collected for particular purposes, such personal information includes the identity of and personal information about individual persons.
* I understand that I may also have access to confidential information relating to other matters and organisations.
* If at any time, whilst in this position on the LAG, personal client information is mentioned I undertake to not divulge any personal or confidential information.
* I agree to maintain confidentiality in relation to the information received as a member of the [Local Advisory Group- ***insert name here***]

[Local Advisory Group- ***insert name here***] **Witness:**

**member:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**