

# Confidentiality Agreement for Temporary Agency Workers

To London Borough of Croydon

1. In return for London Borough of Croydon providing information to me in the course of my assignment as an agency worker, I promise to do the following in relation to the information given to me or obtained by me in the course of the assignment.

The information

- I agree to hold the information given to me in the strictest confidence, and to ensure that it is kept in a safe and secure place when not in use.
  - I acknowledge that no information is to be removed from Council premises without the permission of the Council.
  - I agree to use the information only for the purpose of the work for which I have been given such information.
  - I agree not to disclose it to any third party or to copy the information except as may be required in the course of my duties.
2. I agree that any breach of this undertaking by me or any third party to whom I release the Information may result in legal proceedings being commenced against me, including but not limited to a claim for recovery of any losses, damages, costs and expenses (including indirect and consequential losses) suffered or incurred by the Customer as a result of that breach.
  3. This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the laws of England and Wales and subject to the exclusive jurisdiction of the English courts.

Signed by .....

Print Name.....

Dated .....