

# CONGREGATION B'NAI SHALOM

## STAFF MEMBER CONFIDENTIALITY AGREEMENT

As a Staff Member at Congregation B'nai Shalom, I may be privy to confidential information such as medical or financial information of CBS, other congregants, or staff members, or about the personal and private information of congregants and staff members. I recognize my responsibility to keep such information confidential, sharing it only when necessary and in the course of my duties at CBS and only with others who have been similarly entrusted with this information by virtue of their current duties and who have the same duty of confidentiality to CBS. I agree to ensure that any information I access will be kept in a secure and responsible manner.

This agreement will pertain to such information as I may have received prior to the date below and will remain valid after the date below, and will continue without limit, including after my term has ended.

NAME \_\_\_\_\_

POSITION AT CBS \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_