

# Confidentiality Deed

**THIS DEED** made this \_\_\_\_\_ day of \_\_\_\_\_ 2011

## Background

To facilitate an exchange information between the State Services Commissioner (“the Commissioner”) and \_\_\_\_\_ (“the signatory”), relating to proposed or existing Investment Logic Mapping workshops or related projects, the Commissioner, on behalf of the Crown, requires the signatory to sign a Confidentiality Deed.

For purposes of this Confidentiality Deed, “confidential information” means all documentary or other information that is disclosed by the Commissioner to the signatory in relation to proposed or existing Investment Logic Mapping workshops or related projects, provided that “confidential information” does not include information that is:

1. in the public domain (unless it is in the public domain because of a breach of this Agreement);
2. required to be disclosed under the Official Information Act 1982 or other law, or to a Parliamentary Select Committee or to Parliament in response to a Parliamentary Question; or
3. lawfully known to or received by or developed by the signatory without the benefit or use of any breach of this Agreement.

## Undertaking

I undertake:

1. not to disclose any confidential information to any third party unless expressly permitted by the Commissioner;
2. to accept responsibility for any acts or omissions of my employees, agents, or consultants in relation to confidential information;
3. to put into place and maintain adequate security measures to safeguard confidential information from access or use by unauthorised persons; and
4. to operate in a manner consistent with the requirements the Standards of Integrity and Conduct for the State Services imposes on employees of the Commissioner. (I acknowledge receipt of a copy of the Standards of Integrity and Conduct for the State Services.)

**EXECUTED** as a Deed

**SIGNED** by the said \_\_\_\_\_ )

in the presence of: \_\_\_\_\_ )

Witness: .....

Address: .....

Occupation: .....