



MONTGOMERY COUNTY DEPARTMENT OF RECREATION

CONFIDENTIALITY FORM

The Department of Recreation maintains information about County programs or employee, and other critical information, all of which is confidential. I understand that the confidential information within my use as a temporary intern, volunteer, or employee of a temporary services agency must remain confidential and must not be discussed or shared with others unless they are authorized to receive it on a need-to-know basis. I further understand that access to written or electronic documents or data produced or maintained by the department will only be for legitimate and job-related reasons.

I understand that if I divulge or discuss any of the confidential information referred to above, my temporary intern, volunteer or paid temporary assignment will be immediately terminated and I may be subject to legal action.

My signature below affirms that I have read and understood the contents of this confidentiality agreement.

Signature and date

Printed name