



## **CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT**

I hereby acknowledge that, as a member of the Background Screening Credentialing Council, I will have access to information that must be maintained by me on a strictly confidential basis (hereinafter, "Confidential Information"). This includes, but is not necessarily limited to, information related to: (a) initial and renewal applications for accredited status; (b) audit reports; (c) reviews; (d) allegations and investigations of non-conformity with the accreditation Standard and/or violations of the Accredited Agency Code of Conduct; (e) complaint/grievance proceedings; (f) appeals; and (g) sanctions.

Confidential Information encompasses as well all discussions, deliberations, meetings, records, minutes, and other information generated in connection with the work of the Council.

No Confidential Information shall be disclosed by me except as part of discussions and deliberations with other members of the Council and PBSA staff assigned to the Council.

I shall use the Confidential Information solely in furtherance of the official activities of the Council and not for the personal, professional, financial, or business advantage of myself, my employer or company, or any other person or entity, and shall not in any way use the information to the detriment of PBSA.

If I have any question as to whether certain information constitutes Confidential Information subject to this Agreement, or whether a disclosure would be permissible, I will seek and receive direction from the Council in advance.

I will abide by the requirements of this Agreement during my tenure on the Council and at all times thereafter.

Date:

Signature:

Printed Name: