

**PUGWASH VILLAGE COMMISSION**

**DECLARATION OF CONFIDENTIALITY  
Attachment "1 C"  
Policy No. 1**

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Between

\_\_\_\_\_, (the "Individual")

And

The Pugwash Village Commission. ( the "Commission")

As a Commissioner of the Village of Pugwash, I may be entrusted with knowledge of the affairs of the commission and of individual members of the community.

I hereby undertake neither to divulge any confidential knowledge/information/names nor to discuss said knowledge/information/names at any time, or any place with an unauthorized person, except with the express consent of all Commissioners and/or the Commission Chair.

I also acknowledge that a breach of this undertaking could result in disciplinary measures in proportion to the nature of the breach; this may include a formal reprimand, limitation of access to sensitive information, or public censure. Determination of the course of action to be taken will be made by all Commissioners of the Pugwash Village Commission.

**The Individual**

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

I have explained the implications of signing this Declaration of Confidentiality to the Individual noted above and am fully satisfied He/She is aware of the necessity to hold confidential information of the Pugwash Village Commission in absolute confidence.

\_\_\_\_\_  
Name(Please Print) Chair or Authorized Person

\_\_\_\_\_  
Signature of Chair or Authorized Person