

## OATH OF CONFIDENTIALITY

### To: Workforce Group

I, \_\_\_\_\_ having entered the service of WORKFORCE GROUP, do hereby undertake to keep secret and inviolate both during my period of service with WG and also perpetuity, all information which shall come to me regarding the affairs and account of the said Organisation and its customers; except that I may be instructed by the Management of the Organisation or its authorised representative(s) to divulge any relevant information or except that I may be called upon to divulge such information in a Court of Law.

Where a breach of this oath occurs, I shall be subject to appropriate disciplinary actions as determined by the organisation.

### To: The Client

I refer to my deployment to the client as an outsourced staff.

I hereby confirm that I have been advised by Workforce Group and am therefore aware that any and all information that may come to my attention while performing my duties at the client's site ( the "Information") is confidential and must not be disclosed to any other person unless the client has given its express approval to such disclosure .

I also confirm that I am aware that I am under an obligation to keep the information confidential and to ensure that I do not disclose the information to any third party (which for this purpose may include but is not limited to WG, other employees, the full - time employees of the client and the employees of any other party that provides contract staff to the client) unless I have received specific prior consent and approval from the client in relation to such disclosure.

I hereby unconditionally and irrevocably undertake to observe the utmost confidentiality and strict secrecy with respect to the information I have acquired or will acquire at any time and from time to time in relation to the business or operations of the client or any of its clients or stakeholders. I also acknowledge and accept that my obligations in this regard will continue during my deployment to the client and in perpetuity after my deployment to the client.

I also declare that unless and until I receive the requisite approval from the client, I will not divulge any information relating to the client, its customers or stakeholders to a third party.

I also confirm and agree that if at any time I breach the undertaking or any other obligation contained herein, the client will be entitled to treat such breach as a breach of my contract of employment that will attract sanctions that could include but are not limited; to the termination of my contract of employment and the payment of such amounts as the client may demand to indemnify it for any damages or losses caused by my unauthorised disclosure of the Information.

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**SIGNED UNDER OATH (EMPLOYEE)**

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**SIGNATURE/DATE**

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**WITNESS**

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**SIGNATURE/DATE**