



**Registered Nurses' Association of Ontario**  
**L'Association des infirmières et infirmiers autorisés de l'Ontario**

## **Permanent Confidentiality Agreement**

As an executive member of \_\_\_\_\_ I am the recipient of private and confidential contact information for members, in the form of printed lists, labels, electronic files (or other formats) to be used exclusively for Chapter or Interest Group business and then disposed of securely.

In keeping with the requirements of PIPEDA and RNAO's Privacy Policy, I undertake that:

- I am responsible for maintaining the security and confidentiality of this information and future updates. I will take all reasonable and appropriate steps to protect my members' privacy;
- The mailing list (and all future updates) provided to me will be used solely for Chapter or Interest Group business;
- I will NOT make copies of the mailing list (and all future updates);
- I will NOT share, provide or sell all or any part of the mailing list (and all future updates) to any other person, organization, or any other third party;
- I will securely dispose of this information once I am done using it;
- I agree to RNAO monitoring compliance with this policy through the use of seed names and addresses

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Signature

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Name

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Date

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Name of Group