



CONFIDENTIALITY AGREEMENT

During the course of work experience/internship and on the completion of work experience/internship, the student shall not directly or indirectly make any record of, or divulge, or communicate to any other person any information, matter or associated business coming to the student's notice, in performance of his/her duties with the company or any associated or related firm, in respect of the affairs of the employers and or employees, individually or collectively, or their clients.

This agreement covers all internet sites and chat and blog sites including social networking sites such as Facebook, Instagram, Snapchat, and TikTok.

'Confidential Information' includes any information heard or seen in the workplace, trivial or otherwise.

Please acknowledge on reading and understanding, your agreement to and acceptance of this agreement by signing where indicated below and returning to the Work Placement Co-ordinator

Student

Name:

Signature:

Date:

School/Tertiary Education Provider Workplace Coordinator

Name:

Signature:

Date:

Employer (If Applicable)

Name:

Position:

Signature:

Date: