



UNDERTAKING
OF
CONFIDENTIALITY AND IMPARTIALITY

Name of Interpreter:

In addition to my agreement to abide by the principles set out in the UNHCR *Code of conduct*, I make the following undertakings in respect of performance of interpretation services for UNHCR:

Obligation of Confidentiality

I undertake not to disclose or discuss any information about asylum seekers, refugees, internally displaced persons, returnees, stateless persons, (all these categories are hereinafter referred to as persons of concern to UNHCR), colleagues or other work related matters that come to my knowledge as a result of performing interpretation services for UNHCR. I understand and accept that my obligation to maintain the confidentiality of information I have received in UNHCR continues beyond the termination of my engagement for the performance of interpretation services for UNHCR.

Obligation of Impartiality

I undertake to carry out my responsibilities and to conduct myself at all times, in a manner that is fully consistent with my obligation of impartiality in performing interpretation services for UNHCR. In particular:

- I will, to the best of my abilities, provide accurate and complete interpretation;
- I will provide interpretation services in a neutral and non-judgemental manner ;
- I will refrain from engaging in advocacy on behalf of persons of concern to UNHCR ;
- I will not accept payment or favour from or on behalf of persons of concern to UNHCR ;
- I will not engage in contact or exchanges with persons of concern to UNHCR or other third parties that could undermine, or be perceived to undermine, either my impartiality as an interpreter or the fairness and integrity of UNHCR procedures ;
- I will carry out my responsibilities in a manner that is consistent with UNHCR standards for cultural, gender and age sensitivity in UNHCR procedures.

Duty Report

I undertake to inform the UNHCR staff member for whom I am providing interpretation services of any facts or incidents that could undermine, or be perceived to undermine my impartiality or effectiveness in the performance of interpretation services for UNHCR. Specifically, I agree to report without delay:

- Any ties, professional or personal, I have with a person of concern to UNHCR in relation to whom I have been assigned to provide interpretation services;
- Any employment, association or private interest I have which could be inconsistent with, or perceived to be incompatible with, performing interpretation services for UNHCR;
- Any other factors that could adversely affect my competence to provide interpretation services that have been assigned to me.

Consequences of Breach of the Undertaking

I understand that this signed *Undertaking of Confidentiality and Impartiality* will be kept in UNHCR's records, and that failure to comply with the undertakings above, without reasonable excuse, may result in the immediate termination of my engagement for the performance of interpretation services for UNHCR and/or legal action.

I have read, understand and accept each of the undertakings set out above.

Signature of Interpreter:.....

Date:.....

Place:.....