



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

CONFIDENTIALITY OF INFORMATION UNDERTAKING

I, the undersigned, undertake not to divulge any confidential information to which I have access in the exercise of my official functions, in particular personal particulars and job-related information of staff members contained in the Official Status Files (PER/IND) and/or the MSRP records, and to respect the privacy of staff members, not only vis-à-vis persons outside UNHCR but also vis-à-vis other UNHCR staff members, except if the latter are entitled within the exercise of their official duties, to have access to that same information. In case of doubt, I shall seek the advice of the Director, Division of Human Resources Management, or of the Chief, Legal Affairs Section.

I have duly been informed that this declaration will be inserted in my Official Status File and that divulging confidential information to persons who are not authorised to receive it may amount to misconduct (Staff Rule 10.1 of the Staff Rules and Regulations).

Name:

Date:

Location:

Signature: _____

FOR ADMIN USE:

Index No.: _____