



The University of Georgia
**Administrative Information Systems
Employee Confidentiality Agreement**

As an employee at the University of Georgia, I am aware that the data and materials to which I have access are to be treated in a professional and confidential manner. This information will be used only in the conduct of official internal business of my department or college and may not be disclosed to any third party.

NOTE: UserIDs and passwords may not be shared. Do not give your password to anyone. Violation will result in revocation of the account and notification to your supervisor or Department Head.

Signature

Date

Please print or type name

Last 4 digits of SSN

UserID