



## OATH / AFFIRMATION OF OFFICE

Subject to the *Access to Information and Protection of Privacy Act*, all Government of Newfoundland and Labrador (GNL) information to which employees have access is considered confidential information.

I, \_\_\_\_\_, will faithfully, honestly and impartially, to the best of my knowledge, skill and ability, perform my duties as a public employee.

I will not at any time, other than in the performance of my duties, directly or indirectly:

- Discuss or disclose to anyone, except those authorized to know, any confidential information concerning Government employees, clients or other Government business to which I may have access in the course of performing my duties.
- Remove confidential information from the employer's premises without written permission or as necessary to perform my duties.
- Release or discuss confidential information, even after my employment or association with GNL is terminated.

This Oath/Affirmation applies to information which may be verbal, written or electronic.

I will exercise due care in utilizing GNL information in electronic, written or verbal forms.

I understand that I am responsible for reviewing and understanding legislation and policies related to management and protection of information and to comply with these requirements, including, but not limited to, those outlined below. If I do not understand the legislation or policies, I am responsible for asking my supervisor for assistance and direction.

- *Management of Information Act*, SNL 2005, c.M-1.01
- *Access to Information and Protection of Privacy Act*, SNL 2002, c.A-1.1 and
- *Conflict of Interest Act*, 1995 SNL 1995 CHAPTER C-30.1.

I acknowledge that I have read and understand the contents of this Oath/Affirmation.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witnessed before me at \_\_\_\_\_, NL

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Commissioner for Oaths