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| <b>Policy Section:</b>      | <b>Human Resources</b>           |
| <b>Policy Title:</b>        | <b>Confidentiality Agreement</b> |
| <b>Policy Number:</b>       | <b>RCJTC P.05.03</b>             |
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| <b>Date Reviewed:</b>       | <b>November 16, 2015</b>         |
| <b>Year of Next Review:</b> |                                  |

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### **3. CONFIDENTIALITY AGREEMENT**

All RCJTC employees, as a condition of employment, are required to sign a confidentiality agreement annually.

#### **Related RCJTC Administrative Procedures**

#### **Related RCJTC Forms**

F.05.03          Confidentiality Agreement