

Confidentiality Agreement

Clients of Swift Staffing Group have a right to privacy and confidentiality and this must be safe-guarded at all times.

Upon accepting an appointment with Swift Staffing Group you may not, without the prior consent of a Director or your Manager, disclose, or enable anyone to become aware of, any information or documents concerning the Client which are obtained as a result of your professional relationship with the Client.

In addition, you may not disclose any information or documents concerning the business of Swift Staffing Group which are obtained as a result of your employment with Swift staffing Group

This restriction shall not apply to information coming into the public domain by other means. Any breach of this Confidentiality Agreement will be considered as gross misconduct and will make you liable to instant dismissal.

I have read and understood the above Confidentiality Agreement and agree to be bound by its terms.

Name:

Signature:

Date: