

Confidentiality Undertaking

This Undertaking, effective on **DATE OF FIRST EMAIL TO COMMITTEE** is given by all Members, Secretary and Legal Counsel of the **POSITION** Appointment Committee.

The Members, Secretary of the Committee and Legal Counsel will be in receipt of Confidential Information for the purpose of evaluating and recommending an incumbent who has expressed interest in re-appointment, or in the event the Committee is required to conduct a search. Such Confidential Information includes (without limitation) personal information, opinions, evidence, and evaluations; and may arise from any means, including documents, meeting minutes, interviews, general discussion, or such other proceedings of the Committee. Confidential information may be in written, oral, electronic, or other form.

The Members, Secretary, and Legal Counsel of the Committee undertake to maintain all Confidential Information in strict confidence and to use all Confidential Information solely for the purpose of the Committee's review.

This undertaking of confidentiality does not lapse and shall continue after the appointment/re-appointment process is concluded.

Name of Committee Member, Secretary or Legal Counsel

Signature of Committee Member, Secretary or Legal Counsel

Date