

# Confidentiality Acknowledgment Form

As a part of the HR onboarding process, all employees are required to review and acknowledge the policies regarding confidentiality. By signing this form, you confirm that you understand your responsibilities to protect the company's confidential and proprietary information.

## Employee Information

Full Name

Employee ID

Department

## Confidentiality Agreement

I acknowledge that during my employment, I may have access to confidential, sensitive, or proprietary information. I agree not to disclose such information to any unauthorized parties and understand the importance of maintaining the privacy and integrity of all company data and resources both during and after my employment.

Signature

Date