

## Privacy Agreement

The Association for the Promotion of the Economy for the Common Good is committed to the common good values, which are defined in more detail in the current form of the Common Good Matrix. This includes the ethical, prudent handling of data, which were provided to us by companies and other organizations, corporations or individuals. In order to protect this trust and our available data, all volunteers and the staff who have been entrusted with confidential tasks, sign the following declaration of obligation:

Regarding the provision of data for the purpose of processing in accordance with the Data Protection Act 2000 between

**the Association for the Promotion of the Economy for the Common Good**

Laudongasse 56/18

1080 Vienna, Austria

ZVR number : 668219736

Register of authority:

National Police Headquarters in Vienna, Unit Association, Assembly and media law matters

**and voluntary employee / the volunteers :**

_____	_____
<i>Last name, first name</i>	<i>Date of Birth</i>
_____	_____
<i>Street.</i>	<i>ZIP Code / City</i>
_____	_____
<i>Telephone</i>	<i>Email</i>

I hereby declare and certify by my signature:

( 1) I commit myself to respect the data privacy according to § 15 Data Protection Act 2000 and privacy and data security regardless of whether there are statutory obligations or operational arrangements to be observed.

I treat all personal and business-related data that I have received during my volunteer work or which have come to my attention during the work or after its termination confidentially.

(2a ) I am not permitted to give unauthorized people, companies or other non-competent persons data or to allow them access to this data.

(2b ) Regarding data from the database and lists from the Association for the Promotion of the Economy for the Common Good or the data provided by corporations and individuals , as well as in terms of new data resulting from their processing, only I, the Association for the

Promotion of the Economy for the Common Good and other persons in the organization responsible for data administration are authorized to use this data.

- (2c ) I do not give others my access information for online systems. If this should necessary (e.g substitution, etc. ), I will inform the Board of Directors, inform that person about the privacy policy of the Association, ask them to sign this privacy agreement according to § 15 Data Protection Act 2000. I will keep a copy of this agreement in my files and send a copy to the Board.
- (3) I am aware that I am only allowed to use the data for the legitimate tasks in the organization and that I am not allowed to use it for private or other occupational purposes.
- (4) The confidentiality shall not extend to such data as is publicly available.
- ( 5) I agree to provide the Association for the Promotion of the Economy for the Common Good on request such information and data for verification of compliance of the points contained in this Privacy Statement at any time in written or electronic form ( § 26 Right to information ).
- (6 ) Upon completion of my responsible activities I will (physically) delete all confidential data in my possession.
- ( 7) I am aware that this obligation persists even after my work has terminated and / or the transfer of the association in an international umbrella organization .
- ( 8) I am aware that other more far-reaching provisions relating to the confidentiality obligations mentioned above shall not be affected, unless they contradict the Data Protection Act.
- (9 ) I am aware that violations leading to compensation claims by the Association for the Promotion of the Economy for the Common Good or third parties can go against me and also may lead to legal consequences.

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*Date, place*

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*signature*