




Université Saint-Joseph de Beyrouth  
جامعة القديس يوسف في بيروت

# Personal Data Protection and Confidentiality Agreement

**Saint Joseph University**

*(The French text of this Agreement was approved by the University Board on February 23, 2022)*



I, the undersigned, \_\_\_\_\_, acting as \_\_\_\_\_ at Université Saint-Joseph de Beyrouth (USJ - Saint Joseph University of Beirut, hereinafter referred to as “the University”), and in this capacity having access to personal data, hereby declare that I acknowledge the confidentiality of the said data.

I therefore pledge, pursuant to the Lebanese Law No. 81/2017 Relating to Electronic Transactions and Personal Data and the provisions of the European Union General Data Protection Regulation 2016/679 (EU GDPR) of April 27, 2016, to take all precautions in accordance with customary practice and the state-of-the-art in the scope of my duties in order to protect the confidentiality of the data to which I have access and to prevent them from being disclosed to individuals not expressly authorized to obtain such information.

In this regard, I pledge:

- Not to use the data to which I may have access for purposes other than those specified within the scope of my duties;
- To solely transfer, disclose or share all or part of this data, regardless of the form or means, to individuals duly authorized to obtain such information by virtue of a prior written agreement from the University, whether they are private, public, natural or legal persons;
- To use such data strictly within the scope of my duties and the work outlined by the University;
- Not to make any copy of all or part of this data, on any medium, except insofar as necessary for the performance of my duties;
- To take all precautions in accordance with customary practice and the state-of-the-art in the scope of my duties, to avoid misuse or fraudulent use of these data;
- To take all precautions in accordance with customary practice and the state-of-the-art in the scope of my duties, to protect the physical security of these data;
- To immediately notify the University when any misuse or fraudulent use, unauthorized disclosure of data, or more generally, any breach of this agreement or other violation is discovered.
- I undertake, in the event of termination of my duties or upon request by the University, to fully restore all data, computer files and any information medium relating to such data.

This confidentiality agreement, valid for the duration of my duties, will remain in force, without limitation of time, after the termination of my duties, regardless of the cause, insofar as this agreement involves the use and disclosure of personal data.

I have been informed that any partial or total violation of the present agreement will subject me to possible disciplinary and/or legal sanctions in accordance with the University’s statutes and the regulations in force.

Name: \_\_\_\_\_

Signed in: \_\_\_\_\_

Date: \_\_\_\_\_

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