Confidentiality of Class-related Material

In order for the Environmental and Occupational Hygiene academic program to maintain credibility with government and industry personnel and the local community, it is necessary to maintain the confidentiality of information obtained through courses, research and other projects. A breach in confidentiality has negative impact on the faculty, the university and students.

As a condition of registering for 26-EIH-_______, I agree to comply with the following:

1. I will not discuss observations made at a worksite or location selected for class work with anyone except other students in the group, the class instructor and his/her designated representative, and designated worksite personnel.

2. I will limit, as necessary for fulfillment of course requirements, the printing and copying of worksite information, notes, and laboratory results and will return all original and copied documents to the instructor within one week of course completion. (Instructor: change this if different time limit used).

3. I will delete all electronic files of field notes, laboratory results, worksite documents, descriptions of worksite procedures and processes, and draft and final reports from any university or personal computer, portable electronic storage device, share drives and email or internet files within one week of course completion (Instructor: change this if different time limit used).

4. I will minimize storage of information that identifies work places or employees on portable devices.

5. I will inform the instructor promptly if a portable device storing class-related material is lost or stolen.

I understand that if I violate this agreement, I will be subject to discipline that may include consideration by the University of Cincinnati Honor Council.

Student Name_______________________________
(Please Print)

Student Signature___________________________ Date:_________________________