

# Confidentiality agreement

Hereby are described the rules of confidentiality with regards to the data communicated through GiPA's extr@net.

The parties agree as follows:

A login and a personal and unique secret code have been provided to the User.

It is the responsibility of the User to ensure that the login and code remain secret and that they are not communicated to any third party.

The User is entirely responsible for the safeguard and the use of the secret code and, if applicable, for the consequences of its disclosure or its use by a third party.

It is the User's specific responsibility to make sure that the personal login and code are safeguarded and used under strict conditions of security and confidentiality. It is the User's responsibility to safeguard their login and their secret code in separate locations.

The User can only use the GiPA extr@net for the benefit of the Subscriber.

The User commits themselves to informing GiPA of any event justifying the termination of the use of the GiPA extr@net, such as a change of role or their departure from the Subscriber organisation.

If the User discovers that a third person is using or has used the GiPA extr@net by means of their personal codes, they must inform GiPA immediately.

In the event of violation of these foregoing rules, GiPA will proceed unilaterally and definitively with the removal of the User's access to the GiPA extr@net, by the suppression of the User's personal codes, and will inform both the User and the Subscriber.