

# ACTA Confidentiality Agreement



I, \_\_\_\_\_, agree to be bound by the following statements:

I have read and understand the **Australian Clay Target Association's Privacy Policy**.

I understand that I may come into contact with confidential information during my term as Secretary at the \_\_\_\_\_ Club. As a primary condition of my Secretarial Duties, I hereby undertake to keep in strict confidence any information regarding any member of the \_\_\_\_\_ Club / ACTA. I will do this in accordance with the Australian Clay Target Association's Privacy Policy and all applicable Federally-Legislated Australian Privacy Principles, including those that require mandatory reporting.

I also agree to never remove any confidential material of any kind from the database of the Australian Clay Target Association unless authorised as part of my duties, or with the express permission or direction to do so from the Australian Clay Target Association.

\_\_\_\_\_  
Club Secretary's Name

\_\_\_\_\_  
Club Secretary's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

## **PLEASE NOTE:**

To safeguard our Members, this form must be signed, scanned and returned to the ACTA by email: [admin@claytarget.com.au](mailto:admin@claytarget.com.au) by 31 October 2020. Failure to do so will result in the Administrator blocking your Club Secretary access to the ACTA Database until this process has been successfully completed.