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200 New River Town Center, Suite 200
Beckley, WV 25801

Confidentiality Agreement

As an employee directly responsible for the management and disbursement of federal funds. I understand that confidentiality must be maintained as mandated by federal codes. Any information or transactions that pertain to federal funds must not be discussed with anyone except my direct supervisor.

I further understand that a breach of confidentiality is subject to reprimand and possible termination of my position.

I have read and understand the above statements:

Print Name/Title

Signature

Date

State of West Virginia

County of _____

I, _____, a notary in and for the said county and state, do hereby certify that _____, who signed the foregoing document has hereby acknowledged the same before me on this _____ day of _____, 20____.

My Commission expires: _____

Notary Public