



Staffan Bengtsson, Security
Date: 2024-05-29
Form for printing

Confidentiality commitment

This confidentiality commitment is intended for those who perform tasks for Property, Support and Service as consultants, contractors, trainees, student assistants, etc. The confidentiality commitment is available in Swedish and English.

About the Administration and confidentiality

The Property, Support and Service Administration (Förvaltningen Fastighet, stöd och service, FFSS) is an administration within Region Västra Götaland (VGR). The responsibilities of FFSS include management and development of properties, operation of systems and buildings, and performing support and service functions towards healthcare, public transport and the cultural and educational sector within VGR.

Performing work within VGR's properties or performing services towards FFSS may involve accessing information that is considered sensitive and that may damage or disrupt activities, individuals, properties and functions if it falls into the wrong hands.

By signing this confidentiality commitment, you undertake not to disclose any sensitive information, either orally or by releasing an official document or in some other way. You are aware of and agree to comply with the rules regarding confidentiality and professional secrecy that apply according to the Public Access to Information and Secrecy Act (2009:400) and the Patient Safety Act (2010:659). You also undertake to comply with the existing guidelines regarding photography, filming and audio recording.

Please also note that local security and confidentiality rules may exist for other activities that are carried out in VGR's properties and that you may be obliged to sign additional commitments that must be complied with.

Confidentiality and professional secrecy

The general rule is that official documents are public. The right to access official documents may be restricted due to confidentiality. Provisions concerning confidentiality are regulated in the Public Access to Information and Secrecy Act (2009:400).

Professional secrecy implies a legal obligation to keep information secret and not to disclose or use it either digitally, orally or otherwise.

Professional secrecy applies to information concerning an individual's state of health, treatment or other personal circumstances, regardless of whether this information has been documented or not. Professional secrecy also applies to any information that in various ways describe sensitive and critical functions in the property and other technical dependencies and conditions.

Sharing sensitive information with colleagues is only allowed if they are working on the same task and have signed a confidentiality commitment.

Specific conditions

In addition to the legal obligations, some additional factors must be taken into account in your role as a contractor for Property, Support and Service within VGR. When you sign this agreement, we have made you aware of the following:

- That some elements of VGR are covered by the NIS regulation and/or the Swedish Protective Security Act¹. For this reason you may not share information and/or knowledge that you acquire while performing your task with unauthorised persons.
- That while performing your task you may meet people who are living with some form of protected identity and for this reason you may not disclose any personal information about personnel employed by VGR or about any other person performing tasks for VGR.
- That while performing your task you may access information/programs that may be protected under the Swedish Act on Trade Secrets (2018:558) and for this reason you do not disclose or share any information unless this is part of your task for FFSS within VGR.
- That specific procedures apply concerning the dissemination of information about your task and/or pictures on social media.
- That the Regional photo permit guideline applies concerning the dissemination of information/knowledge/pictures for marketing purposes.

Photography, filming and audio recording

You are aware of the fact that there is a ban on photography, filming and audio recording in VGR's properties, both indoors and outdoors.

If photography, filming or audio recording is required for planning or performing a task, this must be approved and handled in accordance with the regulatory framework of the client, see the Regional photo permit guideline.

The ban on photography, filming and audio recording exists for reasons of confidentiality and for protecting our operations, but also for protecting personal privacy.

¹ The NIS regulation applies to networks and information systems upon which an essential service depends. The Swedish Protective Security Act applies to the protection of activities or information that may be of importance to Sweden's security.

Please note that it is never permissible to show identifiable persons on this type of pictures with reference to GDPR.

Identity document

The following applies for proof of identity: The agreed identity document shall always be worn in a visible manner. A person who does not have an identity document or who has an incorrect document may be expelled from the location and an incident report may be created.

Agreement

I have taken note of and fully understand the meaning of confidentiality and professional secrecy and undertake to comply with these obligations.

By signing this commitment, I am also made aware of the fact that a violation of the legal obligation of confidentiality is punishable under Chapter 20, Section 3 of the Swedish Penal Code. Punishment under Chapter 19 of the Penal Code may also apply in case of breach of confidentiality even if the violation is due to negligence.

This commitment will continue to apply even after the task for Property, Support and Service has been terminated.

I consent to the information about me submitted below being stored together with this agreement.

Town/City:	Date:
Signature:	
Name in block letters:	
Company:	
Phone number of company:	
Address of company:	
Corporate identity number of company:	

Please contact Property, Support and Service for information about what data we are processing about you, or for requesting a correction, transfer, deletion or restriction of your personal data.

For information about how Property, Support and Service process personal data, please visit: www.vgregion.se/om-vgr/personuppgifter/