



**Information Technology Department
Non-Disclosure Affidavit**

I hereby acknowledge that all information technology resources in Miami-Dade County's possession may constitute or contain information or materials which the County has agreed to protect as proprietary from disclosure or unauthorized use and may also constitute or contain information or materials which Miami-Dade County has developed at its own expense, the disclosure of which could harm Miami-Dade County's proprietary interests therein.

I agree:

1. That I will not use directly or indirectly for myself or for others, publish or disclose to any third party, or remove from County property, any computer programs, data, compilations, other software or information technology system which Miami-Dade County has developed, has used or is using, is holding for use, or which are otherwise in the possession of Miami-Dade County, except as authorized by the County.
2. That I will not use directly for myself or for others, or publish or disclose to any third party, or remove from County property, any plans, specifications, diagrams or other data related to the design or operation of any information technology system or services which Miami-Dade County has developed, has used or is using, is holding, or which is otherwise in the possession of Miami-Dade County, except as authorized by the County.
3. That I will not make use of any computer software, hardware, or data or any other County resources, for the benefit of myself or any third party, and will not make a profit from their use by myself or any third party.
4. That I will not access data, software or any other resources not authorized to me to view, or to copy, and I will not intentionally destroy said data, software or resources. That I will maintain confidentiality of any data as required by law.
5. That upon termination of my employment with Miami-Dade County, I will promptly deliver to the County any and all memoranda, notes, records, plots, sketches, plans report, letter and all other materials and copies thereof relating to such information technology systems or services which are in my possession or under my control.
6. That I will report to my County supervisor any information I discover or which is disclosed to me which relates or may relate to the unauthorized use, publication, disclosure or removal from County property of software or computer hardware design data or any other information technology resources and I will take such steps as are within my authority to prevent such unauthorized use, publication, disclosure, or removal.

Employee Signature

Date

Type or Print Name