

INFORMATION SECURITY AGREEMENT

with the _____
(Constituent Network)

The Association of Former Students and the Texas A&M Foundation owns and maintains the historical records of former students and graduates of Texas A&M University. This entrusted information is copyrighted and maintained at significant financial expense by The Association and the Foundation.

This proprietary and confidential information may be used only within the parameters outlined below for the conduct of official business. All University personnel requesting, viewing or retrieving information must agree to abide by this policy. It is not to be shared with other individuals or departments without the authorization of The Association of Former Students or the Texas A&M Foundation. In order to protect fellow Aggies' privacy as well as the integrity of the records, this information is available only to designated staff members by the Dean in the attached Statement of Responsibility. Access to this information by any third party is a violation of this agreement.

The information provided by The Association of Former Students and the Texas A&M Foundation should only be used to perform job responsibilities. Prohibited uses include, but are not limited to, any personal, political, religious, or commercial use, to create outside electronic files or databases as well as any use not directly tied to the business and benefit of The Association of Former Students or the Texas A&M Foundation.

Control of, and access to, this information is the direct responsibility of _____ .
(officer/delegate member's name)

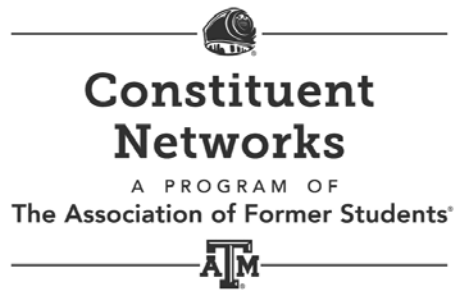
Any violation of this agreement will henceforth surrender all privileges of receiving data in any format from The Association of Former Students and the Texas A&M Foundation indefinitely.

I, the undersigned President/Chair of the _____, a chartered constituent network of The Association of Former Students, hereby agree to this condition of access to The Association of Former Students and the Texas A&M Foundation information. The officer/delegate accessing this information will be provided a copy of this agreement and shall understand the consequences for violation as outlined in this agreement.

Executed on this the ___ day of _____ 20__.

President/Chair

Date



**RECORDS SECURITY
STATEMENT OF RESPONSIBILITY**

I understand that in order to protect fellow Aggies' privacy as well as the integrity of the data, I will be in violation of the Information Security Agreement with The Association of Former Students and the Texas A&M Foundation if I help others gain unauthorized access to the provided information.

I understand that I am accountable for the safekeeping of the files and will take every precaution to prevent unintentional loss of the data to unauthorized persons.

I hereby acknowledge receipt of a copy of the Information Security Agreement. I understand that if I violate said agreement helping others gain unauthorized access, I will subject the Constituent Network for which I represent to automatic revocation of the privilege of receiving records from The Association of Former Students and the Texas A&M Foundation as provided in the Information Security Agreement.

Delegate/Officer Name (please print)

Date

Title

UIN (for official use only)

Email

Signature