



Evaluation Office

Statement of adherence to official secrecy (confidentiality)

To be signed and handed back to the project leader

According to § 4 of the Law on the University of Zurich (1998) in the Compilation of Laws of the Canton of Zurich, the University is obligated to assure the quality of research, teaching, and services at the university. This task is mandated to the Evaluation Office of the University of Zurich. According to § 6 of the Evaluation Regulations, the Evaluation Office may consult external experts and assessors. We bring to the attention of the experts that all data collected and evaluated through the course of the evaluation process is subject to the laws on Data Protection and Official Secrecy [Please note that the following relevant excerpts from the laws have been freely translated into English here. Legally valid is the original Swiss wording of the laws.]

§ 40 1 Law of Information and Data Protection (IDG)

Any person commissioned to process personal data, who makes use of that data for his or her own purposes or discloses that data to other persons without express contrary authorization by the commissioning public organ will be fined.

Art. 320 Swiss Penal Code

1. A person who discloses a secret that was entrusted to him or her in his or her capacity as employed by an authority or appointed as a public official or civil servant, or that he or she has learned in the framework of official duties or an appointed position/commission, will be sentenced to imprisonment or fined.

Violation of official secrecy is also punishable after termination of the official or appointed relationship.

2. Violation of official secrecy is not punishable if official secrets were disclosed on the basis of written permission by the superior authorities.

Therefore,

I, (name),
acknowledge § 40 of the Law of Information and Data Protection (IDG) and Art. 320 of the Swiss Penal Code and declare herewith that I will handle all data and information known to me through my commission from the Evaluation Office with strict confidentiality, and I will make use of that data and information only in the context of the task to which I have been appointed by the Evaluation Office. Upon completion of my commissioned task, I will destroy or turn over to the Evaluation Office all notes and files associated with this task.

Date, Place

Signature