



**LETTER OF CONFIDENTIALITY UNDERTAKING (LCU)**

**Name of Service Provider** : \_\_\_\_\_  
(Hereinafter referred to the "Company")

**Name of Customer** : \_\_\_\_\_

In pursuant to Personal Data Protection Act 2010 (PDPA), the above said Company together with the staff of the above said Company as stated below, hereby agree and undertake as follows:-

- 1) To keep confidential all Confidential Information belonging to the Customer;
- 2) To treat Confidential Information belonging to the Customer with care;
- 3) Not to divulge any Confidential Information, copyright material, correspondence, accounts or dealings pertaining to the Customer in whole or in part to any other person save with prior written consent of the Customer;
- 4) To use the Confidential Information belonging to the Customer solely in connection with the provision of the Services and as permitted under the statutory provisions governing the Customer and not for any of our personal benefit or the benefit of any third party;

<b>*Name of Staff</b>	<b>Signature</b>	<b>Date</b>

(To attach additional page(s) if necessary)

*Note: \*Only include the relevant personnel of the Service Provider who are involved in the services provided to the customer.*

**Company stamp:**