**COMMITMENT TO KEEP INFORMATION CONFIDENTIAL**

**FOR VIETTEL PERU**

Dear: **Viettel Peru Company.**

Commitment is done by:

**[Partner name]**

Address:

Telephone:……………………………………… Fax:...

Account:………………………………………………………………………. Tax code:................................................................................................................. Representative: [Name of the person signing this commitment] (The person who has the legal representative of the partner)

Position:…………………………………………………..………………………

During the process of exchanging, implementing the project, transferring, allowing access to the information of the Project/work; confidential information and or inside information related to information systems/information technology and or business secrets of Viettel Peru. This information is not allowed to be disclosed, provided to unauthorized users or used for improper purposes. Therefore, to ensure that the project implementation does not affect the confidential nature of the information accessed, it may affect the reputation and cause damage to Viettel Peru, the partner [Name of the partner] committed never to violate the disclosure of confidential information of customers who have cooperated and committed not to disclose information with the following contents:

1. **Definition of confidential information**

[Clearly definition of information exchanged between [Partner Name] and Viettel Peru is considered confidential information and is not allowed to be disclosed]

For example:

Information in the form of numbers, hard documents, photocopies, exchanged between the partner [Partner Name] and Viettel Peru during the implementation of the project includes:

- Information about network infrastructure and applications:

+ Network connection model

+ IP address used

+ Type of hardware device, software version used

- Information on security of network systems and software applications:

+ System passwords

+ Information about security weaknesses on the system

+ Security policy on devices, security software

- Information about technology and operations of the project

- Information about regulations, policies and organization of Viettel Peru:

+ Documents, policies, procedures, regulations...

+ Business processes, business information

+ Information on design planning, orientation on information system development

- The list you use in the system

- Copyright software, tools

- Documents and minutes generated during project implementation

– Documents of the nature of know-how and methods for consulting

- Forms of tables, forms of reports, consultation forms, survey forms

- Training contents in the project

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**2**. **Commitments are made with confidential information**

[Specific and clear definition of the parties' commitment to information security, including the time of confidentiality, form of confidentiality,...]

For example:

* Information security period: Forever
* Form: partners [Partner's name], partners' employees, related parties to partners participating in the Project Do not: actively or unintentionally in any way disclose: in part or in whole Viettel Peru's information is accessible to each other or to a third party without the purpose of implementing the project or/and for commercial purposes, affecting the reputation and competitiveness of Viettel Peru for products. provided by the partner.
* The partner's confidential information is only used for project purposes
* Confidential information is not disclosed to any third party if it is not related to the project
* Responsible for protecting confidential information during use, storage and transmission against unauthorized access and use.

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This commitment requires the partner to sign and comply./.

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|  | …..….., Date….Month….Year  **LEGAL REPRESENTATIVE OF OUTSOURCE PARTNER**  (Sign and write fullname) |