



## INFORMATION SECURITY AGREEMENT

I understand certain water & sewer infrastructure data, operational details and other utility information records (as defined in N.C. General Statute Chapter 132, City of Charlotte Restricted Data Policy and Charlotte Water Information Security Procedure) qualify as security-sensitive or restricted information, and their release is therefore carefully managed and potentially exempt from disclosure requirements. As an individual and/or as an appointed representative of the company/agency listed below, I agree the information provided to me will only be used for the legitimate business or community function for which the information was requested and provided.

I acknowledge the conditional release of sensitive/restricted water & sewer data, maps or other records does not in itself create any rights to operate, adjust, modify or otherwise interfere with the operation of any Charlotte Water or other City facility. Any released data that provides location of underground facilities will never be used as a substitute for contacting a one-call center, such as 811, prior to excavation activities.

**I will neither create nor publish information or maps using sensitive/restricted water & sewer data. No part of sensitive/restricted information is to be copied or distributed outside my agency without the express written consent of Charlotte Water.** Unless specifically authorized to do so in writing by Charlotte Water's Contracts & Procurement Team or other authorized staff, I and the agency I represent will not redistribute any sensitive/restricted project information to other parties (including subcontractors or clients) and any requests for sensitive/restricted information from parties outside my agency will be directed to Charlotte Water.

**Charlotte Water geographic data and other records are provided for general information purposes only. While Charlotte Water makes every effort to confirm the accuracy of information, it does not warrant nor guarantee information provided is accurate, current or complete. Charlotte Water assumes no responsibility for the consequences of inappropriate uses or misinterpretations of released data.** I acknowledge that failure to follow this Agreement may result in actions including but not limited to forfeiture of access to sensitive/restricted information, contract termination, limits upon future work and payment of damages, if any. I will destroy this information when its stated use for the intended purpose has expired. I will safeguard the information against any use inconsistent with this Agreement and against any further disclosure or dissemination. *This agreement expires five years from the date listed below.*

PRINTED NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

COMPANY/AGENCY NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE \_\_\_\_\_