

2015 New Hampshire Youth Risk Behavior Survey

**School Survey Coordinator's
Assurance of Confidentiality of Survey Data**

The New Hampshire Departments of Education and Health and Human Services are firmly committed to maintaining the confidentiality of individual respondents' data obtained through surveys.

Procedures for Maintaining Confidentiality

1. *All survey coordinators (and survey administrators, as deemed necessary by the coordinator) shall sign this assurance of confidentiality.
2. All survey administrators shall keep completely confidential the names of respondents, all information or opinions collected, and any information about respondents learned incidentally. Survey administrators shall exercise reasonable caution to prevent access by others to survey data in their possession.

Pledge of Confidentiality

I hereby certify that I have carefully read and will cooperate fully with the above procedures on confidentiality. I will keep completely confidential all information concerning individual respondents arising from surveys. I will not discuss, disclose, disseminate, or provide access to survey data and identifiers. I will devote my best efforts to ensure that there is compliance with the required procedures by personnel whom I supervise. I understand that violation of this pledge is sufficient grounds for disciplinary action. I also understand that violation of the privacy rights of individuals through such unauthorized discussion, disclosure, dissemination, or access may make me subject to criminal or civil penalties. I give my personal pledge that I shall abide by this assurance of confidentiality.

SIGNATURE. I have read this and I agree to the Pledge of Confidentiality.

Survey Coordinator/Administrator Name: _____
PRINT

SCHOOL NAME

SIGNATURE

Date: _____

***Instructions:** One signed form is sufficient to certify that all teachers have been apprised of and agree with these confidentiality requirements. Or you may choose to have each teacher sign the form individually.