

# Compliance Record



## Kim Technologies All Staff Compliance Training Programs

<b>1. Program</b>	<b>Annual Data Protection and Information Security Training</b>
<b>Date conducted</b>	
<b>Your Name</b>	

<b>2. Confirmations</b>	
<b>I confirm that I attended the Annual Data Protection and Information Security Training course.</b>	
<b>3. I understand my obligations and the company requirements in order to comply with the following:</b>	
UK Data Protection Act / EU GDPR	
Data Classification Policy	
Clear Desk Clear Screen Policy	
Acceptable Use Policy	
<b>4. Confidentiality</b>	
<b>I acknowledge my wider confidentiality obligations under my contract of employment, the contractual obligations entered into by Kim Technologies with its customers and the law generally.</b>	

**Thank you for completing this form. Kim's policies and procedures can be found on the intranet. If you have any compliance questions or concerns, please contact your manager, the company Compliance Officer or the Chief Executive.**

**Kim Technologies Compliance Team**