***Acceptance of appointment as administrator of the file, as well as of the functions and obligations related to it.***

Sr./Mr./Mrs/Miss ............................................................................................................

with ID card nº ........................... as Councillor in charge of the Field of SAF in the Province/Delegation (delete what does not apply) of .........................................................

by the present document

ACCEPT THE FUNCTION OF **ADMINISTRATOR** OF THE FILE **SAINT ANNE FAMILY**, AND ACKNOWLEDGE:

To know the security document prepared by the Congregation of SCSA and the rest of the measures and aspects that it is carrying out in compliance with the current legislation on data protection, to which I adhere and commit to comply.

That in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, and its corresponding Spanish legislative developments, in the event that the functions performed or the work carried out by me entail my registration as a user of the file, I acquire the commitment to use the transactions for the exclusive management purposes for which I am authorized and obliged to keep professional secrecy about the data which I know, being responsible for all the accesses made to the manual or computerized files by means of my personal password and access code, as well as the maintenance of the security measures set out in the security document meanwhile the said information remains in my possession, both inside and outside the Field of SAF of the Congregation.

That breach of the indicated obligations, the access to the information by an unauthorized User, the assignment of processes or transactions not necessary for the function entrusted and the lack of protection or secrecy of the personal identification of access, will give rise to the requirement of administrative responsibilities, in particular those established in Regulation UE 2016-679, of the European Parliament and of the Council of April 27, 2016, and their corresponding Spanish legislative developments, as well as responsibilities of any other nature, including criminal.

 (Place and date )……………………………., .............................................. 20\_\_

### Signed:...............................................