

Washington State Department of Commerce
FY24.25
Non-Disclosure of Confidential Information

The Non-Disclosure of Confidential Information form has been split into Attachment I and Attachment I-1. Both documents must be submitted to Commerce for each person accessing Commerce WorkFirst Programs participant information.

This may include support staff and third-party vendors (ex. Payroll) that have access to participant information but do not have access to eJAS.

Commerce WorkFirst Contractors will:

Submit both I and I-1 forms annually for each person who can access Commerce WorkFirst Programs Category 4 Data.

Instructions:

Use this link to complete Attachment I-1, <https://app.smartsheet.com/b/form/9095eea63172411383d253bae26fa80b>, you will attach Attachment I to this form.