

Employee Confidentiality Agreement

For Research Projects

This Employee Confidentiality Agreement ("Agreement") is entered into by and between:

- **Company/Institution Name:**
- **Address:**
- **Employee Name:**
- **Position/Title:**

Date:

1. Definition of Confidential Information

For the purpose of this Agreement, "Confidential Information" refers to all non-public, proprietary, or sensitive information disclosed to the Employee in connection with research projects, including but not limited to:

- Research data and findings
- Project reports and documentation
- Technical materials, methods, protocols, and processes
- Business plans, financial information, or strategies
- Any information marked as confidential

2. Obligations of the Employee

1. The Employee agrees to keep all Confidential Information in strict confidence.
2. The Employee shall not disclose, use, copy, or distribute any Confidential Information except as required by the responsibilities of their position.
3. The Employee shall take all reasonable steps to protect the confidentiality of such information.

3. Exclusions

This Agreement does not apply to information that:

- Is or becomes publicly available through no fault of the Employee
- Was lawfully obtained from a third party not under an obligation of confidentiality
- Is independently developed by the Employee without use of the Confidential Information

4. Duration

The obligations herein remain in effect during the Employee's involvement in the research projects and for a period of years after termination of employment.

5. Return of Materials

Upon termination of employment or at the Company's request, the Employee will return or destroy all materials containing Confidential Information.

6. Acknowledgment

The Employee acknowledges full understanding and acceptance of the terms in this Agreement.

Employee Signature

Date

Authorized Representative

Date