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## Confidentiality policy

**Description:** This is a precedent confidentiality policy for use at a workplace.

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Co

It is a condition of your employment that  
Without limiting the above, you agree not  
without the prior written approval of the C

**Confidential Information** means any tra  
to, the Company, or any Related Body  
has the meaning given in s 50 of the C  
relating to:

- customers or clients;
- customer lists or requirements;
- suppliers;
- terms of trade;
- pricing lists or pricing structures;
- marketing information and plans;
- Intellectual Property;
- Inventions;
- business plans or dealings;
- technical data;
- employees or officers;
- financial information;
- plans, designs, product lines;
- any document identified as being
- research activities;
- software and the source code of
- *[insert any other relevant informa*

**Confidential Information** does not inclu

- is generally available in the publi
- was known by you prior to the c  
associates.

**Intellectual Property** means all intellect  
whether existing under statute, at commo

- all trademarks, trade names, lo  
unregistered designs, patents, c  
have confidential information kep
- any application, or right to apply,

**Inventions** means any invention, disc  
specification, program or other matter or  
to any matter or work.

As an employee of the Company, you ac  
remains at all times, the exclusive prop  
must not assert, any proprietary or intelle

A breach of these obligations of confider  
the Company as serious misconduct and

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to commence disciplinary action or termin

