

CONFIDENTIALITY AGREEMENT

between

[Company Name]

Registration Number : [Company Registration Number]

(referred to as “The Company”)

and

Candidate Name : [Candidate Name]

ID Number: [Candidate ID]

(referred to as “You”)

Let's Get To Work.

This model is challenging but immensely rewarding. **You will be building a new ecosystem for talent in South Africa.**

1. You entered into a letter of agreement with The Company on [Date] (the “Letter of Agreement”) in terms of which You shall participate in a learning programme (the “Programme”) provided by The Company.
2. As a result of participating in the Programme, You will be provided with certain confidential information relating to the business of The Company and its partners (the “Confidential Information”), to enable You to perform your duties and responsibilities in terms of the Programme (your “Duties and Responsibilities”).
3. You acknowledge that the Confidential Information is not in the public domain, that it is valuable information and that the unauthorised use or disclosure of it will cause harm or loss to The Company.
4. Confidential Information includes any information or data which The Company may provide to You during the Programme. The Confidential Information may be written, graphic, or oral, and includes business methods and concepts, financial and technical information, operating techniques, intellectual property, know-how, methods and procedures, costs and source of materials, pricing and purchasing policies, computer data, programs and information, price lists, customer lists, products, and any other information relating to the Programme.
5. You agree that the Confidential Information will only be used by You for the purpose of performing your Duties and Responsibilities. You may not use the Confidential Information in any way which may harm the interests of The Company and its partners.
6. You will not use the Confidential Information for your own benefit or any other person.
7. You will take all steps to keep the Confidential Information confidential and adhere to The Company’s security policies and procedures in keeping the Confidential Information secure.
8. The Confidential Information shall remain The Company’s property, and You shall return it to The Company when requested to do so or once the Programme is completed.
9. If you fail to adhere to the above, The Company may terminate your participation in the Programme.
10. You acknowledge that this agreement is reasonable and necessary to protect The Company’s interests.

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SIGNED at [Location] on this _____ day of [Month] [Year]

On behalf of:
[Company Name]
Who warrants that he/she is duly authorised thereto

As Witnesses:

1. _____
2. _____

SIGNED at [Location] on this _____ day of [Month] [Year]

On behalf of:
[Candidate Name]
Who warrants that he/she is duly authorised thereto

As Witnesses:

1. _____
2. _____