

NON-DISCLOSURE AGREEMENT

Regarding membership of the CIROS Translation Team

This Non-Disclosure and Confidentiality Agreement (this "Agreement") is entered into as of **July 1st 2021** and is effective indefinitely.

Name: _____

Determinations:

"Team" refers to the CIROS Translation Team;

"Third Party" refers to a person or group besides the two primarily involved in this Agreement, namely the signatory and the Team member involved.

"Applicant" refers to the person submitting a translation request;

"Application" refers to the document that has been sent for translation, also including the contents of the email containing the document;

"Personal data" refers to any information that allows the Team member to be able to know the identity of the Applicant;

In connection to my membership of the Team, I agree to the following:

Art. 1.

As member of the Team, I understand that it might occur that private information personal data will be disclosed to me, be it voluntarily or by accident, and will act with the highest respect for the protection of all data and information of Applicants.

Art. 2

I will not share, publish or disclose in any way to a third party any content I have worked with in my function as member of the Team.

Art. 3

I will not make copies or other reproductions of Applications or make any commercial use of any content I encounter in my function as member of the Team.

Art. 4

"Any content" in article 2 and 3 includes, but is not limited to: personal data in Applications, their content and the identity of the applicant.

Art. 5

Exceptions to article 2 and 3 can be made solely with the explicit consent of the Applicant in question.

Art. 6

Any violations of this agreement are subject to a sanction determined by the Head of the CIROS Student Support Committee.

On behalf of CIROS

Signed,

Function:
