

## Letter of Confidentiality Agreement

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### Letter of Confidentiality Agreement

Dear Parthiban Developer , IC.No: G2222222,

Eversafe Academy Pte Ltd, has given to you some information and documents (Course Material, Learner Guide, Facilitator Guide, Lesson plan and what so ever) that are associated with the company, which the company consider as confidential and valuable shall be kept confidential from the time it was acquired, therefore, the information and documents shall never be leaked or disclosed to parties not mentioned in this non disclosure confidentiality agreement.

All information and other tangible and intangible documents related to the company is hereinafter referred to as the "information".

You will use the information solely for the purpose of the Managements requirement.

Ensure that whole information do not infringe patent copyright design and intellectual property while developing course material or amending the course material.

Once the Information is developed or translated you should hand over to the company immediately and should not retain the information with you and not allowed to share with anybody or other companies.

Please indicate your acceptance and agreement to the foregoing terms and conditions of this letter confidentiality agreement in the space provided below.

I confirm that I have read this letter, of which I have received a copy, that I understand my obligations, that I agree to meet them and understand the consequences of not doing so. Hereby I agree to return the original copy which I received from the management and hand over all the materials which I develop or translate to the management and I will not retain any of the copies with me and I am not allowed to share with anybody or other companies. I understand that any breach of the above will result in legal action against me.

Name:

Name: NRIC/FIN

No:

NRIC/FIN No: Signature with date by

the

Signature with date Course Developer/

Translator

Managing Director

Date:

Date:

Name: NRIC/FIN No:

Signature of witness

No: 2, Kampong Kapor Road, Singapore-208674

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**Attach Sign:**

