



NON-DISCLOSURE AGREEMENT

I. THE PARTIES. This Patent/Invention Non-Disclosure Agreement, hereinafter known as the "Agreement", is created on this ____ day of _____, 20____, between _____, hereinafter known as the "Disclosing Party", and _____ and _____, hereinafter known as the "Receiving Parties".

The Disclosing Party and Receiving Parties wish to discuss and exchange certain items and information related to research and other pertinent documents related to the research of all faculties in this university for data banking purposes which the parties hereto consider highly confidential and proprietary.

NOW THEREFORE, the parties hereto, intending to be legally bound in consideration of the mutual covenants and agreements set forth herein, hereby agree as follows:

II. TERMS & DEFINITIONS.

- a. **"Research"** shall mean all documents relating to the title of the research, body of the research, and other sensitive information needed for the data banking of all faculties in this university. It also includes that information incidentally disclosed but is not needed in the data banking.
- b. **"Confidential Information"** shall mean all information provided by the Disclosing Party with respect to the research and other pertinent documents related to the research of all faculties in this university regardless of whether it is written, oral, in software or electronic copy, drawings, or human or machine-readable documents. Confidential Information shall also include all information related to the research and other pertinent documents related to the research provided by the Disclosing Party to the Receiving Party prior to the signing of this Agreement. Confidential Information shall not include any of the following:
 1. Such information in the public domain at the time of the disclosure, or subsequently comes within the public domain without fault of the Receiving Party;
 2. Such information which was in the possession of Receiving Party at the time of disclosure that may be demonstrated by business records of Receiving Party and was not acquired, directly or indirectly, from Disclosing Party; or
 3. Such information which the Receiving Party acquired after the time of disclosure from a third party who did not require the Receiving Party to hold the same in confidence and who did not acquire such technical information from the Disclosing Party.



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- c. **"Disclosing Party"** shall mean the party disclosing information to the other relating to the Invention.
- d. **"Receiving Party"** shall mean the party receiving information from the other relating to the Invention.

III. USE OF CONFIDENTIAL INFORMATION. The Receiving Party agrees to:

- a. Receive and maintain the Confidential Information in confidence;
- b. Examine the Confidential Information at its own expense;
- c. Not reproduce the Confidential Information or any part thereof without the express written consent of Disclosing Party;
- d. Not, directly or indirectly, make known, divulge, publish or communicate the Confidential Information to any person, firm, or corporation without the express written consent of Disclosing Party;
- e. Limit the internal dissemination of the Confidential Information and the internal disclosure of the Confidential Information received from the Disclosing Party to those officers and employees, if any, of the Receiving Party who have a need to know and an obligation to protect it;
- f. Not use or utilize the Confidential Information without the express written consent of Disclosing Party;
- g. Not use the Confidential Information or any part thereof as a basis for the design or creation of any method, system, apparatus, or device similar to any method, system, apparatus, or device embodied in the Confidential Information unless expressly authorized in writing by Disclosing Party; and
- h. Utilize the best efforts possible to protect and safeguard the Confidential Information from loss, theft, destruction, or the like.

IV. RETURN OF CONFIDENTIAL INFORMATION. All information provided by the Disclosing Party shall remain the property of the Disclosing Party. Receiving Party agrees to return all Confidential Information to Disclosing Party within 5 days of written demand by Disclosing Party. When the Receiving Party has finished reviewing the information provided by the Disclosing Party and has made a decision as to whether or not to work with the Disclosing Party, Receiving Party shall return all information to the Disclosing Party without retaining any copies.



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V. ENFORCEMENT. The Receiving Party acknowledges and agrees that due to the unique and sensitive nature of the Confidential Information, any breach of this Agreement would cause irreparable harm for which damages and or equitable relief may be sought. The company shall be entitled to all remedies available at law.

VI. NON-ASSIGNABLE. This Agreement shall be non-assignable by the Receiving Party unless prior written consent of the Disclosing Party is received. If this Agreement is assigned or otherwise transferred, it shall be binding on all successors and assigns.

VII. TIME-PERIOD. This Confidential Information that is shared may not be disclosed by the Receiving Party to any 3rd party unless the information has been made public or written permission has been given by the Disclosing Party.

VIII. GOVERNING LAW. This Agreement and all questions relating to its validity, interpretation, performance, and enforcement (including, without limitation, provisions concerning limitations of actions) shall be governed by and construed in accordance with the Philippine laws on Intellectual Property and Mindanao State University BOR-approved IP Policy.

IX. NO LICENSE. Neither party does, by virtue of disclosure of the Confidential Information, grant, either expressly or by implication, estoppel or otherwise, any right or license to any patent, trade secret, invention, trademark, copyright, or other intellectual property right.

X. BINDING NATURE. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns.

XI. SEVERABILITY. The provisions of this Agreement are independent of and separable from each other, and no provision shall be affected or rendered invalid or unenforceable by virtue of the fact that for any reason any other or others of them may be invalid or unenforceable in whole or in part.

XII. ENTIRE AGREEMENT. This Agreement sets forth all covenants, promises, agreements, conditions and understandings between the parties and there are no covenants, promises, agreements or conditions, either oral or written, between them other than herein set forth. No subsequent alteration, amendment, change or addition to this Agreement shall be binding upon either party unless reduced in writing and signed by them.

Disclosing Party's



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Print Name _____
Signature _____
Date _____

Receiving Party's

Print Name _____
Signature _____
Date _____

Receiving Party's

Print Name _____
Signature _____
Date _____

Republic of the Philippines }
City of Marawi } S.S.
x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x }

In the City of Marawi, this _____ day of _____, 20____, personally appeared _____ and _____, with Residence Certification No. _____ issued at _____ on _____ and Residence Certificate No. _____ issued at _____ on _____ respectively, known to me to be the same persons who executed the forgoing documents and acknowledged that the same are their free act and deed.

Doc No. _____
Book No. _____
Page No. _____
Series NO. _____