

Non-Disclosure and Confidentiality Agreement

1. I understand and accept that all the resources and training materials, including but not limited to company logo, video(es), photo images, video and photo links, training syllabi, worksheets, circulars, PowerPoint presentation slides, Audio and Visual training resources, pictures and images, printed handouts, feedback forms, Adjudicator's score sheet, Train-the-Trainer resources and all the information contained therein, belong to the Public Speaking Academy Pte Ltd as its sole property (in the form of intellectual property and/ or otherwise) and that I shall not modify, retain, sell, disclose, publish, misappropriate and/ or alter them in any way and for whatever reason(s) without the express written approval and permission of the Public Speaking Academy Pte Ltd. I understand too that the nature of my work/engagement would involve me coming into contact with confidential information and properties of the Public Speaking Academy Pte Ltd. I undertake to respect the confidentiality of all the documents and will not disclose and/ or use it in any way outside of my scope of work/engagement. The intellectual property obligations, non-disclosure and confidentiality obligation(s) shall continue even after my work/engagement with PSA. When in doubt as to the proper usage of resources and/ or intellectual property materials of PSA, I undertake to seek clarifications and permission from the management team of PSA.

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