



## Archdiocese of Agana

196 Cuesta San Ramon, Ste. B, ■ Hagåtña, GU 96910

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### **NON-DISCLOSURE AGREEMENT EMPLOYEE**

1. That during the duration of EMPLOYEE'S employment with the ARCHDIOCESE OF AGANA, hereafter referred to as ARCHDIOCESE, all negotiations, discussions and information obtained by EMPLOYEE during the course of his/her employment shall remain strictly confidential and shall not be disclosed to any third party, except pursuant to court order or subpoena.
2. That after the expiration or termination of EMPLOYEE's employment with the ARCHDIOCESE, all negotiations, discussions and information obtained by EMPLOYEE during the course of his/her employment shall remain strictly confidential and shall not be disclosed to any third party, except pursuant to court order or subpoena.
3. That upon the expiration or termination of employment with the ARCHDIOCESE, EMPLOYEE shall promptly return to the ARCHDIOCESE the original copy of the information and materials which have been provided by the ARCHDIOCESE to EMPLOYEE, and shall destroy any additional copies of such information and documents which EMPLOYEE may have made and shall certify in writing to the ARCHDIOCESE that such additional copies have been destroyed.
4. That EMPLOYEE hereby consents that the ARCHDIOCESE may notify any future prospective employer of the existence of this Non-disclosure Agreement.
5. In the event of any breach or default of this Non-disclosure Agreement, the ARCHDIOCESE shall have full rights to injunctive relief, and any other relief which it may deem appropriate.
6. This Non-disclosure Agreement shall be binding on the heirs, administrators, executors and assigns of the parties herein.

\_\_\_\_\_  
Employee Printed Name Over Signature

Date: \_\_\_\_\_

Witnessed By:

\_\_\_\_\_  
Printed Name Over Signature

\_\_\_\_\_  
Date