



San Beda College Alabang
8 Don Manolo Blvd. Alabang Hills Village
Alabang, 1770 Muntinlupa City

OFFICE OF THE REGISTRAR

CONFIDENTIALITY AGREEMENT

I/We _____, understand that as researcher/company representative/s, granted access to confidential information assume/s to:

- a) take all possible steps to preserve *strict confidentiality* regarding any “data set” or “information” to which I/we have access through my/our work/research on:
(state research title/company name and purpose of access for data set or information)

- b) never use or disclose “data set” or “information” for any purpose other than the work/research stated above unless required by internal policies or existing laws.
- c) keep all “data set” or “information” secure.

I/We understand that any breach of the above terms and conditions set forth in this Agreement will result in disciplinary action.

SIGNATURE OF REQUESTOR/S _____ Date _____