



Fiscal Project Name: _____

This Agreement is made between _____ ("VOLUNTEER") and OneOC on _____, 20____.

VOLUNTEER will perform services for OneOC which may require OneOC to disclose confidential and proprietary information ("Confidential Information") to VOLUNTEER. (Confidential Information is any information of any kind, nature, or description concerning any matters affecting or relating to Volunteer's services for OneOC, the business or operations of OneOC, and/or the products, drawings, plans, processes, or other data of OneOC).

Accordingly, to protect the OneOC Confidential Information that will be disclosed to VOLUNTEER, the VOLUNTEER agrees as follows.

- A. VOLUNTEER will hold the Confidential Information received from OneOC in strict confidence and shall exercise a reasonable degree of care to prevent disclosure to others.
- B. VOLUNTEER will not disclose or divulge either directly or indirectly the Confidential Information to others unless first authorized to do so in writing by OneOC.
- C. VOLUNTEER will not reproduce the Confidential Information nor use this information commercially or for any purpose other than the performance of his/her duties for OneOC.
- D. VOLUNTEER will, upon the request or upon end of his/her relationship with OneOC, deliver to OneOC any drawings, notes, documents, equipment, and materials received from OneOC or originating from its activities for OneOC.
- E. OneOC shall have the sole right to determine the treatment of any information that is part or project specific received from VOLUNTEER, including the right to keep the same as a trade secret, to use and disclose the same without prior patent applications, to file copyright registrations in its own name or to follow any other procedure as OneOC may deem appropriate.
- F. OneOC reserves the right to take disciplinary action, up to and including termination for violations of this agreement.

VOLUNTEER represents and warrants that it is not under any preexisting obligations inconsistent with the provisions of this Agreement. Signing below signifies that the VOLUNTEER agrees to the terms and conditions of the agreement stated above.

OneOC Signature

Volunteer Signature

Date

Date