AGREEMENT

PRE-PROJE

THIS AGREEMENT is made the

BETWEEN:

- (1) <<Name of Disclosing Part under number <<Company [of] <<insert Address>> ("tl
- (2) <<Name of Receiving Part under number <<Company [of] <<insert Address>> ("tl

WHEREAS:

- (1) The Disclosing Party carri and wishes to disclose to outlined in Schedule 1) wh the Receiving Party to cons
- (2) The Disclosing Party wis confidential and to preven that information to third par
- (3) In consideration of the Dis Receiving Party, the Recei Information subject to, and accordingly take effect and

IT IS AGREED as follows:

- Definitions and Interpreta
 - 1.1 In this Agreement expressions have the

"Confidential Informatio

["Data Protection Legisl



ed in <<Country of Registration>> whose registered office is at] **OR**

ed in <<Country of Registration>> whose registered office is at] OR

<insert description of business>> rtain Confidential Information (as Disclosing Party in order to enable nent in the Project.

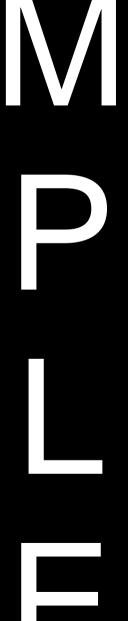
Confidential Information is kept om misusing or further disclosing

the Confidential Information to the that it will accept the Confidential erms of this Agreement, which will

therwise requires, the following

e meaning set out in Clause 2 of

able legislation in force from time nited Kingdom applicable to data rivacy including, but not limited to, he retained EU law version of the Protection Regulation ((EU) forms part of the law of England otland, and Northern Ireland by on 3 of the European Union t 2018); the Data Protection Act ations made thereunder); and the Electronic Communications 3 as amended;]



["controller"
"data controller"
"data processor"
"data subject"
"personal data"
"processing"
"processor" and
"appropriate technical a
organisational measur

"Intellectual Property Ri

"Project"

"Representatives"

["Shared Personal Data"

- 1.2 Unless the context
 - 1.2.1 "writing", an communicat similar mear
 - 1.2.2 a statute or provision as
 - 1.2.3 "this Agreer Schedules a
 - 1.2.4 a Schedule i

meanings ascribed thereto in the Legislation;]

and all rights (whether or not registrable) subsisting in any ny patents, trade marks, service d designs, applications (and rights of those rights), trade, business ames, internet domain names and s, copyrights, database rights, e and other secrets, rights in entions;

er licences, consents, orders, erwise in relation to a right in

same or similar effect or nature as ragraphs (a) and (b) which now or subsist; and

ue for past infringements of any of hts:

sert brief description of Project>> bed in Schedule 2;

on to either Party, its officers and essional advisers or consultants se that Party, contractors or subaged by that Party, and any other the other Party agrees in writing fidential Information may be

onal data described in sub-Clause e 3 which is to be disclosed by the to the Receiving Party under sub-

reference in this Agreement to:

ion, includes a reference to any nic or facsimile transmission or

is a reference to that statute or at the relevant time;

this Agreement and each of the need at the relevant time;

ement; and

- 1.2.5 a Clause or (other than t
- 1.2.6 a "Party" or
- 1.3 The headings used no effect upon the i
- 1.4 Words imparting the
- 1.5 References to any
- 1.6 References to person

2. Confidential Information

- 2.1 For the purposes of information outlined time of disclosure information that falls 2. This includes:
 - 2.1.1 the fact that Parties cond the Project,
 - 2.1.2 [the [existen
 - 2.1.3 any and all d
 - a) the b Party
 - b) the c know
 - 2.1.4 further information Confidential
- 2.2 The definition of Co not the Confidentia nature, and in whate exists or is commun
- 2.3 Information shall no the extent that any

3. Receiving Party's Confid

- 3.1 The Disclosing Pai Information that it n into this Agreement
- 3.2 The Receiving Part maintain as secret reproduce any part indirectly for any purinvolvement in the Disclosing Party. Suto:

be to a Clause of this Agreement graph of the relevant Schedule.

parties to this Agreement.

r convenience only and shall have ement.

clude the plural and vice versa.

other gender.

tions.

fidential Information" shall be the mation designated at or before the y as confidential, and any other urther set out below in this Clause

tions are taking place between the Receiving Party's involvement in cussions and negotiations;

eement;]

information relating to:

nts, or suppliers of the Disclosing

roduct information, trade secrets, ation of the Disclosing Party; and

, or findings derived from the

t out above shall apply whether or commercially (or other) sensitive form the Confidential Information

) Confidential Information if and to in Clause 9 apply.

other interest in all Confidential iving Party after the Parties enter

rovisions of Clause 9, at all times nall not disclose, use, exploit, or onfidential Information directly or dering and evaluating its potential express written consent of the es may include, but are not limited

3.2.1 disclosing, v any part of expressly pe

- 3.2.2 copying or o except to the potential inv by the Recei
- 3.2.3 reproducing Information, of the Confidential
- 3.2.4 using the C procure (or Receiving Page 1997)
- 3.2.5 carrying or developmen Rights from
- 3.2.6 <<add further
- 3.3 The Receiving Par technical measures Disclosing Party fro of the Confidential I
- 3.4 The Receiving Part
 - 3.4.1 any Confide document or
 - 3.4.2 any copies n
- 3.5 Upon the terminatic Clause 10 or, if so Party shall return a and shall further procopies of the Confisubject to the limite of the Confidential advisor, legal deparaments continue complying beyond its terminatic
- 3.6 Nothing in this Agre skills and experie Representatives pr potential involvement

4. Storage of Confidential Ir

- 4.1 The Receiving Part at [its premises at not at any time alloremoved from [its p
- 4.2 Where the Receivi form, it must be stored

ctly, or otherwise making available hation to any person except as

art of the Confidential Information for considering and evaluating its Any such copies or records made roperty of the Disclosing Party;

luce) any part of the Confidential ver otherwise undisclosed aspects uding, but not limited to, related

whether directly or indirectly, to y commercial advantage for the advantage to the Disclosing Party;

naking any inventions, further ny registered Intellectual Property Jential Information;

as required>>.

able organisational, physical, and able measures proposed by the rve the secrecy and confidentiality

ds of:

d from the Disclosing Party as a

onfidential Information.

ment for any reason, as set out in e Disclosing Party, the Receiving n forthwith to the Disclosing Party Disclosing Party certifying that no been made or retained. [This is ceiving Party may retain one copy sert responsible party, e.g. legal the sole purpose of enabling it to this Agreement that may extend

Receiving Party from using mere Receiving Party or any of its of considering and evaluating its

onfidential Information is kept only [<<insert location(s)>>] and shall mation or any part thereof to be n] **OR** [those locations].

rfidential Information in hardcopy hen not in use.



- 4.3 Where the Receiving the Confidential In device] OR [local address>>] OR [<< be stored on a remo local computer or accessible over the device is connected be made accessibl computer or devic [computer or device network at any time or device] OR [com stored must be pro with those authorise the **[**computer or Confidential Informa
- 4.4 The Disclosing Part at which the Receiv less than <<insert satisfied with any a shall have the rig arrangements as it in this Agreement.

5. Permitted Disclosure

- 5.1 The Receiving Pa Confidential Inform evaluating its poten
 - 5.1.1 it informs s Confidential
 - 5.1.2 it obtains f
 Disclosing F
 this Agreem
 upon those
 binding upor
 - 5.1.3 it keeps a Confidential
- 5.2 The Receiving Pa Representatives wi the acts or omissic Party has complied

6. **Mandatory Disclosure**

6.1 Subject to the provi Confidential Informa law, by any court o other regulatory of requesting such dis idential Information electronically, ed only on **[**a local computer or at [its premises at <<insert Confidential Information shall not nfidential Information stored on **[**a uters or devices] [may be made which the applicable computer or sible via the internet OR Imay not must be confined solely to Ithat s or devices]. Furthermore, the ces] shall not be connected to any ential Information1. The Icomputer ich the Confidential Information is ord[s] which may be shared only htial Information. When not in use, or devices 1 used to store the locked cabinet.

access and inspect the location[s]
Confidential Information upon not
a. If the Disclosing Party is not
Party's storage arrangements, it
h reasonable changes to those
satisfy the requirements described

s Representatives such of the necessary for considering and pject provided that:

f the confidential nature of the barre;

ves written undertakings to the [substantially] the same terms as enforceable by it and are binding same extent as this Agreement is

Representatives to whom the of it, is disclosed.

the acts or omissions of such ential Information as if they were rty, whether or not the Receiving

the Receiving Party may disclose hat such disclosure is required by or by any government agency or competent jurisdiction lawfully

6.2 Prior to disclosure extent permitted by such disclosure. If Party shall, to the disclosure and the practicable after the

7. [Disclosure of Personal D

- 7.1 The Confidential Inf is to be disclosed be sets out the type[sthe [category] OR | nature, and purposts sharing and process
- 7.2 This Clause 7 est
 Personal Data betw
 Data shall be discle
 the extent reasona
 evaluate its potentia
- 7.3 Both Parties shall a and the rights of d the Data Protection relieve, remove, or Legislation. Any ma Party shall, if not re other Party, give the immediate effect.
- 7.4 With respect to the shall ensure it has i the transfer of the S
- 7.5 With respect to the shall:
 - 7.5.1 not disclose
 - 7.5.2 process the necessary to Project;
 - 7.5.3 ensure that
 Data is to be
 to confidenti
 and that are
 the Receivin
 - 7.5.4 ensure that measures (a Disclosing I processing damage to, technologica measures; a
 - 7.5.5 not transfer

the Receiving Party shall, to the ng Party in writing in advance of permitted by law, the Receiving inform the Disclosing Party of the ding it as soon as is reasonably ice.

aring

ertain Shared Personal Data which the Receiving Party. Schedule 3 rising the Shared Personal Data, ect to whom it relates, the scope, arried out, and the duration of the

for the sharing of the Shared controllers. The Shared Personal arty to the Receiving Party only to Receiving Party to consider and ect.

neir obligations as data controllers er applicable requirements under 7 is in addition to, and does not igations under the Data Protection a Protection Legislation by either period>> of written notice from the to terminate this Agreement with

ersonal Data, the Disclosing Party es and consents in order to enable

ersonal Data, the Receiving Party

a to any third parties;

a only to the extent reasonably its potential involvement in the

es to whom the Shared Personal contractual obligations in relation that bind those Representatives as the obligations imposed upon ht:

iate technical and organisational as reviewed and approved by the st the unauthorised or unlawful idental loss or destruction of, or ata, having regard to the state of cost of implementing any such

al Data outside of the UK.

- 7.6 The Parties shall obligations under include, but not be I
 - 7.6.1 providing the officer and/o contact for including, budata breache
 - 7.6.2 consulting w provided to
 - 7.6.3 informing th requests an same;
 - 7.6.4 not disclosing response to with the other
 - 7.6.5 assisting the Party] in res
 - 7.6.6 assisting the Party] in concepts and a session assistation and a session are a s
 - 7.6.7 notifying the Legislation v
 - 7.6.8 notifying the Shared Pers
 - 7.6.9 using compa Data in orde
 - 7.6.10 deleting or Personal Da expiry of this applicable po
 - 7.6.11 maintaining information t
- 7.7 Each Party shall in damages, and loss consequential loss reputation, and all indemnity basis) ar suffered or incurred with the indemnify Protection Legislat indemnifying Party the circumstances with the claim, and claim.]

complying with their respective gislation. Such assistance shall

ntact details of its data protection its Representatives as a point of the Data Protection Legislation nce, training, and the handling of

respect to information and notices he Shared Personal Data:

e receipt of data subject access assistance in complying with the

lg any Shared Personal Data in request without prior consultation hably possible;

cost] OR [at the cost of the other a subject request;

cost] OR [at the cost of the other tions under the Data Protection impact assessments, breach the Information Commissioner's visory authorities or regulators;

breach of the Data Protection

rsonal data breach affecting the delay:

rocessing of the Shared Personal

t of the other Party, the Shared ies thereof on the termination or any legal requirement to retain any

and accurate records and other ce with this Clause 7.

nst all liabilities, costs, expenses, imited to, any direct, indirect, or of business opportunity, loss of legal costs (calculated on a full professional costs and expenses) ty arising out of or in connection esentatives') breach of the Data indemnified Party provides the such claim, full information about reasonable assistance in dealing nanage, defend, and/or settle the



8. **Proprietary Rights**

The Confidential Informati shall remain the property of the disclosure of the Confiupon the Receiving Party Information.

9. Exceptions to Non-Discle

The obligations set out in tapply [(where the same ca Receiving Party)] to any inf

- 9.1.1 is already kr time of its d is free of any
- 9.1.2 is in, or com or other wi circulation in
- 9.1.3 is received obligations of provided sugarinilar agree
- 9.1.4 is, prior to di of the Rece Receiving Pa
- 9.1.5 is disclosed obligations of
- 9.1.6 is approved
- 9.1.7 is declared confidential;
- 9.1.8 is required to of Information
- 9.1.9 is required I government provided the advance of s

10. **Term**

- 10.1 This Agreement sh Clause 10.2, the] Con <<insert date>: evaluate its potentia
- 10.2 [This Agreement m to the time and da written notice.]
- 10.3 The obligations of the period set out

Property Rights subsisting therein rits licensors, as appropriate) and e Receiving Party shall not confer in any part of the Confidential

у

Confidential Information shall not nentary evidence produced by the

sion of, the Receiving Party at the ng Party, and the Receiving Party fidentiality with respect to it;

igh any breach of this Agreement of the Receiving Party, general

r from a third party free of any those set out in this Agreement, breach of this Agreement [or any party and the Disclosing Party];

g Party, already in the possession independently developed by the

ne Disclosing Party free of any those set out in this Agreement;

y the Disclosing Party;

rty in writing to no longer be

eceiving Party under the Freedom

competent jurisdiction, or by any sting the same to be disclosed notifies the Disclosing Party in

<<insert date>>. [Subject to suby shall have until <<insert time>> tial Information to consider and ect.

Disclosing Party at any time prior 10.1 by giving <<insert period>>

this Agreement shall continue [for ess this Agreement is terminated

earlier by the Disclescinsert period>>,
Party at any time by
exclusions set out in

10.4 As fully detailed in Agreement for any the Receiving Party Party and shall en limited exception al party, e.g. legal adv

11. Enforcement and Indemn

- 11.1 Both Parties herek adequate remedy for
- 11.2 The Disclosing Par remedies which ma specific performan Agreement by the R
- 11.3 In addition to any rice Party may be entious against all liabilities limited to, any direct business opportunit costs (calculated professional costs Party arising out of Representatives') be breaches of the Deprovided that the prompt notice of a giving rise to the clauthority to

12. No Further Obligation

The Disclosing Party shal transaction or agreement winformation to the Receiving

13. No Partnership or Agenc

- 13.1 Nothing in this Ag between the Partie authorise either Party.
- 13.2 Each Party hereby benefit of any other

e with sub-Clause 10.2]] **OR** [for does not not complete the disclosing the contract of the co

the termination or expiry of this demand by the Disclosing Party, ential Information to the Disclosing ereof are retained [(save for the etained in its <<insert responsible >>'s files)].

amages alone would not be an eiving Party of this Agreement.

e to any and all other rights and led to the remedies of injunction, e relief for any breach of this threatened.

r at law or in equity to which either agrees to indemnify the other ges, and losses (including, but not ntial losses, loss of profit, loss of all interest, penalties, and legal asis) and all other reasonable or incurred by the indemnified the indemnifying Party's (or its [(including, where applicable, any n, as set out in sub-Clause 7.7] des the indemnifying Party with rmation about the circumstances are in dealing with the claim, and settle the claim.

n either to enter into any further r to provide any, or any particular,

any partnership or joint venture the agent of the other Party, or any commitments for or on behalf

on its own behalf and not for the

14. Non-Assignment of Agre

Neither Party may assign available to any third party prior written consent of a withheld.

15. Entire Agreement

This Agreement contains the subject matter and may not the duly authorised representations.

16. Variation

No variation of or addition to by each of the Parties or by

17. No Waiver

No failure or delay by eithe shall be deemed to be a wa of any provision of this Agr breach of the same or any

18. Severance

The Parties agree that, if Agreement is found to be a provisions shall be deem remainder of this Agreeme

19. Communication

- 19.1 All notices under th if signed by the Par as appropriate.
- 19.2 Notices shall be dea
 - 19.2.1 when delive registered m
 - 19.2.2 when sent, transmission
 - 19.2.3 on the fifth ordinary mai
 - 19.2.4 on the tent postage pre
- 19.3 All notices under address, facsimile r

, or in any other manner make len of this Agreement without the consent not to be unreasonably

veen the Parties with respect to its an instrument in writing signed by

e effective unless in writing signed n on its behalf.

of its rights under this Agreement waiver by either Party of a breach to be a waiver of any subsequent

r more of the provisions of this wise unenforceable, that or those mainder of this Agreement. The rceable.

writing and be deemed duly given a duly authorised officer thereof,

given:

ier or other messenger (including siness hours of the recipient; or

mile or email and a successful s generated; or

- g mailing, if mailed by national
- ng mailing, if mailed by airmail,
- e addressed to the most recent notified to the other Party.

20. Third Party Rights

Unless expressly stated or under the Contracts (Righ Agreement.

21. Law and Jurisdiction

- 21.1 This Agreement (in therefrom or associaccordance with, the
- 21.2 Any dispute, contro this Agreement (ind therefrom or associ of England and Wal

SIGNED for and on behalf of the D <<Name and Title of person signing

Authorised Signature

Date: _____

SIGNED for and on behalf of the F <<Name and Title of person signir

Authorised Signature

Date: _____

t do

t does not give rise to any rights 1999 to enforce any term of this

ual matters and obligations arising governed by, and construed in ales.

im between the Parties relating to al matters and obligations arising within the jurisdiction of the courts

)

The Confidential Information

<<Insert outline description and ar the Disclosing Party to the Receivi itial Information to be disclosed by

The Project

<<Insert a detailed description of evaluated by the Receiving Party, be disclosed by the Disclosing Par in which is to be considered and the Confidential Information is to



1. Personal Data Sharing

Scope

<< Insert description of the scope of

Nature

<< Insert description of the nature

Purpose

<<Insert description of the purpose out>>.

Duration

<< Insert details of the duration of t

2. Types of Personal Data

<the types of personal data t

3. Categories of Data Subject

<<List the categories of data subje

4. Organisational and Technical

<< Describe the organisational and

essing to be carried out>>.

arried out>>.

and/or processing is to be carried

sing>>.

ssed>>.

res

e implemented>>.]

