



The University of Texas MD Anderson Cancer Center Vendor CONFIDENTIALITY AGREEMENT

During the course of your activities or function at or with MD Anderson Cancer Center (MDACC), you may have access to information that is confidential and may not be disclosed except as permitted or required by law and by MDACC. This information may be available via any media (i.e.: computer information, paper records, microfiche, x-rays, videotapes, email, voicemail, verbal information and communication, etc.) Information passed over the MDACC Internet is encrypted. The encryption encompasses both web browsers and web-based applications. The encryption is used to protect your system identification (ID) and password. It is the policy of MDACC to treat confidential information resources as valuable assets.

If you have any questions concerning the confidentiality or disclosure of information, you should contact your supervisor or the appropriate MDACC person responsible for the activity or function or administration of this contract.

BY SIGNING THIS "CONFIDENTIALITY AGREEMENT", YOU ACKNOWLEDGE THAT:

1. You are obligated to hold confidential information in the strictest confidence and not to disclose the information to any person or in any manner which is inconsistent with applicable policies and procedures of MDACC unless required by law.
2. Your confidentiality obligation shall continue indefinitely, including at all times after your association with MDACC, such as termination of your employment or contract role, function or position with MDACC and its affiliates.
3. Failure to comply with your confidentiality obligation could result in termination of access, or association with MDACC, and/or other possible administrative action.
4. Impermissible disclosure of confidential information about a person may result in legal action being taken against you by or on behalf of that person.
5. If you are issued a unique user code, it is your responsibility to maintain this code in a confidential manner as defined by MDACC policy.
6. Your password will give you access to your invoices, purchase orders and payment information. However, you are only permitted to access information on a "need to know" basis, i.e., the specific information that you require to perform your duties.
7. Accessing data not related to the scope of your responsibilities is considered to be a breach of confidentiality and may result in termination of access, or association with MDACC and/or legal action.

Your user code is your signature for accessing authorized information via our on line computer systems. Work completed using your code can be tracked to you and will assume to have been done by you. Therefore, it is mandatory that your user code and access data be kept strictly confidential. You have read and understand this "Confidentiality Agreement" and have received a copy for your records.

Signature

Date

Print Name

Title

Authorized Witness

Date