**Confidentiality Agreement**

1. The National Immunization Technical Advisory Group of  country , hereafter  committee's ACRONYM    , produces and has access to specific information (hereinafter, “Information”) that it considers to be of its own domain or that of the parties that collaborate with the  committee's ACRONYM .
2. Non-profit organizations, civic organizations, businesses, research centers, scientific societies, professional schools, and parliamentary commissions (hereinafter, "institutions"), as well as researchers and other individuals (hereinafter, “individuals”) can provide the  committee's ACRONYM , either in-person or via regular or electronic mail, with elements related to research, products, processes, evaluations, observations, and experiences (hereinafter, information) on the subject of vaccines and immunization strategies. The institutions and individuals consider such information to be their property. In order to ensure appropriate use of the information by the  committee's ACRONYM , while protecting the property rights of institutions and individuals, the undersigned agrees, via the present document, to maintain the confidentiality of such information.
3. The undersigned must consider the Information to be confidential, unless the  committee's ACRONYM  or the institution or individuals who provide it indicate otherwise.
4. The members will have access to the Information as long as they are participating in the committee, whether in regular or special meetings or in relation to such meetings, via electronic communications and Web-based collaboration spaces, telephone conferences, or other means. The undersigned agrees to treat the information as confidential and private, and to disseminate it only to people who need to know it in order to achieve the purposes of the  committee's ACRONYM ’s advisory processes or its deliberations and decision-making, and who are bound to confidentiality and non-utilization by obligations similar to those contained in the present agreement.
5. The undersigned may not discuss the information in person, in writing, or by telephone with interested parties, nor copy or disseminate it, either partially or in its entirety.
6. The undersigned will not be bound by any obligation to confidentiality under this agreement if it can be demonstrated beyond doubt that the information:
7. was already known to the undersigned before dissemination by the  committee's ACRONYM    ;
8. was in the public domain at the time of its dissemination by or for the committee's ACRONYM ;
9. became public knowledge without any involvement of the undersigned;
10. was made known to the undersigned by a third party, without contravening any legal obligation to confidentiality.
11. The undersigned may not discuss the  committee's ACRONYM advisory process or its deliberations or decisions with interested parties, either personally, in writing, or by telephone, nor may copy or disseminate them either partially or in their entirety.
12. If so requested, the undersigned agrees to return to the  committee's ACRONYM all information and copies of the information.
13. This confidentiality agreement will remain in force during the period in which the undersigned participates in the  committee's ACRONYM , as stated in proceedings, statutes, decrees, or any other formal document that  committee's ACRONYM  may use. In the case of a membership renewal, a new confidentiality agreement must be signed for the new period of service.
14. This confidentiality agreement will remain in force for       years after the undersigned’s participation in  committee's ACRONYM  has ended, unless  committee's ACRONYM and the institutions or individuals indicate otherwise.
15. All disputes related to the interpretation or application of this agreement that cannot be resolved amicably will be submitted to conciliation. If that should fail, the dispute will be submitted to arbitration. The form of arbitration will be agreed to by the parties. If no agreement can be reached, the arbitration rules of the United Nations Commission on International Trade Law will be followed. The parties will accept the arbitration ruling as final.

Name:

Signature:

Date: