

Old Dominion University Computer Science Department Policies and Procedures

Title: One-way Non-Disclosure Agreement

ID: CSD003

Revision: 1.0

Purpose

The purpose of this document is to define an agreement to be accepted by every individual and the Computer Science Department. The agreement is to prevent the individual from the disclosure of any confidential information acquired while utilizing departmental services.

Scope

This procedure pertains to all members of the Computer Science Department.

Policy

In compliance with the Office of Research, One-Way Non-Disclosure Agreement to Protect University's Intellectual Property:

Confidential Information is defined as "University-owned samples, materials, data, information (oral or written), drawings, sketches, and other information of a secret confidential, or proprietary nature concerning any work within the Computer Science Department which."

Each individual will be required to accept a non-disclosure agreement as a part of an account-creation process. Each individual must agree that Confidential Information acquired from within the Department "shall be maintained in trust and confidence and shall not, directly or through others, be disclosed, copyrighted, or published." The Disclosure of any Confidential Information is to be left to the discretion of the data owner. Faculty and students have absolute rights over their work and are required to mark such data as confidential in order to prevent any misuse and infringement. Unless explicitly granted privileges from the owner, Computer Science Department members are not to disclose any information they acquire.

Definitions

N/A

Revision History

1/7/2011 – Rev 1.0 Pending approval by Ajay Gupta