

CONTRACTOR EMPLOYEE NON-DISCLOSURE AGREEMENT
(FOR USE BY DHHS CUSTOMERS)

Commitment To Protect Non-Public Information

Access to sensitive information from the files of the _____ (*HHS Operational Division*) is required in the performance of my official duties under contract number _____, task/delivery order number _____
(*Select either task or delivery and enter tracking number*) between _____
(*OpDiv Component*) and my employer _____ (*Employer's Name*). I agree that I shall not release, publish, or disclose such information to unauthorized personnel, and I shall protect such information in accordance with relevant laws and regulations available for research and review at any Law Library. Among these laws may be various provisions of:

- a) 18 U.S.C. 641 (Criminal Code: Public Money, Property or Records; 2 pgs. long)
- b) 18 U.S.C. 1905 (Criminal Code: Disclosure of Confidential Information; 2 pgs. long)
- c) Public Law 96-511 (Paperwork Reduction Act; Encyclopedic in length)

I affirm that I have received a written and/or verbal briefing by my company concerning my responsibilities under this agreement. I understand that violation of this agreement may subject me to criminal and civil penalties.

Employee Signature Date

Employee's typed name

Witness Signature Date

Witness's typed name

Copies are to be retained by:
Project Officer
Vendor's Contract Management
Individual Signatory