 [Insert Department]

CONFIDENTIALITY AGREEMENT

[Insert Title of Study]

*This form may be used for individuals hired to conduct specific research tasks (e.g. transcribing, interpreting. translating, entering data, shredding data, etc.).*

*Text that does not apply to your research should be deleted or modified as appropriate. The text is intended to be instructional rather than declarative. Be sure to delete all instructive text, which is in red, italicized font throughout the document, before submitting to the IRB for review. Sections highlighted in dark grey are fillable text fields you are expected to complete.*

**Researcher(s):** [Name of PI and Adviser]

I, [Name of Individual], will be conducting specific tasks such as [transcribing, interpreting, translating, entering data, and/or copying data] for this research project.

I agree to:

1. Keep all research information shared with me confidential by not discussing or sharing the

information in any form or format (e.g., disks, tapes, transcripts) with anyone other than the

Researcher(s).

1. Keep all research information in any form or format (e.g., disks, tapes, transcripts) secure while it is in my possession.
2. Return all research information in any form or format (e.g., disks, tapes, transcripts) to the

Researcher(s) when I have completed the research tasks.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature)

**••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••••**

Researcher(s):

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature)