

[NAME: _____]

Non-Disclosure Agreement

In consideration of my activities in the frame of the SNF sinergia project “**impresso - Media Monitoring of the Past**” (“the Project”) lead by the **Ecole Polytechnique Fédérale de Lausanne**, Bâtiment CE3316, Station 1, 1015 Lausanne, Switzerland, represented by Prof. Frédéric Kaplan, Head of Digital Humanities Laboratory and by Prof. Andreas Mortensen, Vice-President for Research, the **Institut für Computerlinguistik of the Universität Zürich**, 8050 Zürich, represented by Prof. Martin Volk, and the **Luxembourg Centre for Contemporary and Digital History**, Université du Luxembourg, 2 Avenue de l’Université, L-4365 Esch-sur-Alzette, represented by Prof. Andreas Fickers, Director, by delegation (collectively, the “Project partners”), I understand that I may have access to, come in contact with, or reference information or data owned by the Project partners or by third parties (“Data”).

Therefore, I hereby agree to comply with the following:

- I accept responsibility for appropriate handling and management of the Data whether I come into contact with such information through my authorized access or in error.
- If any Data is marked or labelled as Confidential, I will maintain the confidentiality of this Data at all times and I agree not to divulge directly or indirectly the Data to a third party and not to use it for any other purpose than the performance of the Project, unless I can prove that the Data:
 - was in the public domain or was public knowledge at the time it was transmitted to me, or
 - later fell into the public domain or become public knowledge for reasons other than an action or omission attributable to me, or
 - already was in my possession, without any limitations regarding its disclosure at the time it were transmitted, provided that such prior possession is supported by a written evidence, or
 - was obtained in good faith and without any commitment relating to confidentiality from a third party entitled to disclose them.
- If uncertain about the appropriateness of who this Data may be shared with in the course of my authorized access, I will discuss any questions I have with a proper representative of the Project partners.
- In the absence of stated guidance or without a clear indication of confidentiality, I will treat and handle all Data as if it were Confidential.
- I hereby recognize that no license of any kind is granted to me on the Data and I agree to follow all instructions given from time to time by the Project partners regarding the treatment of the Data.
- In cases where publication and dissemination of the Data is permitted, I understand that it shall be made in accordance with customary scholarly and scientific practices as well as provisions of the Swiss Federal Act on Copyright and Related Rights (<https://www.admin.ch/opc/en/classified-compilation/19920251/index.html>). In particular, citations of work should always include all sources, including the impresso Project platform if any Data is found and accessed through it.

In all instances as described above, I acknowledge my personal obligation to protect, through execution of reasonable steps, the confidentiality, integrity and privacy of the Data in accordance with this Agreement, regulatory requirements or other special handling requirements, and prevent unauthorized access, modification, destruction or disclosure of sensitive or confidential Data.

This Agreement shall become effective on the date of its signature and shall remain effective for five (5) years after the end date of the Project.

This Agreement shall be governed by and construed in accordance with the laws of Switzerland. The exclusive place of jurisdiction shall be Lausanne, Switzerland.

Name:

Place:

Date:

Signature: