

TFS EXPRESS LOGISTICS

Delivering to you Twenty Four Seven

Privacy & Confidentiality

Staff shall neither during their employment (except in the proper performance of your duties) nor at any time (without limit) after the termination thereof, directly or indirectly:

- Use confidential information for your own purposes or those of any other person, Company, business entity or other organisation whatsoever, or
- Disclose to any person, Company, business entity or other organisation whatsoever, any trade secrets or confidential business information relating or belonging to TFS, including but not limited to any such information relating to supplier, customers or their requirements, price lists of pricing structures, marketing and sales information, business plans or dealings, staff or officers, financial information and plans, designs, formulae, specific technical information, research activities, any document marked "Confidential", or any information which you have been told is confidential or which you might reasonably expect TFS would regard as confidential, or any information which has been given to TFS in confidence by customers, suppliers and other persons.

Staff must not at any time during their employment with TFS make any notes or memoranda relating to any matter within the scope of TFS's business, dealings or affairs otherwise than for the benefit of TFS.

The obligations above shall cease to apply to any information or knowledge which may subsequently come into the public domain after the termination of employment, other than by way of unauthorised disclosure.