

## **ALL EMPLOYEES AND/OR AFFILIATES**

## **CONFIDENTIALITY AGREEMENT:**

It is the policy of YOURpath for Adult Learners that all employees and/or affiliates of YOURpath for Adult Learners will not disclose confidential information belonging to, or obtained through their affiliation with YOURpath for Adult Learners to any person, including their relatives, friends, and business and professional associates, unless YOURpath for Adult Learners has authorized disclosure. This policy is not intended to prevent disclosure where disclosure is required by law.

An employee and/or affiliate shall not, during his/her employment or after its termination, use or divulge (personally or professionally) to any person any trade idea, secret, practice or confidential information which he/she may receive in the course of his/her employment except to the extent required for the proper and reasonable performance of his/her duties in the course of his/her employment.

## **NON-DISPARAGEMENT CLAUSE**

All employees and/or affiliates of YOURpath for Adult Learners agree to refrain from making any public (to include the internet) oral and/or written statements about YOURpath for Adult Learners (without written permission from YOURpath for Adult Learners) as it relates to their employment and/or affiliation with the organization.

## ARBITRATION AGREEMENT

In the event of any controversy or claim arising out of or relating to this employment and/or affiliation with YOURpath for Adult Learners, or a breach thereof, the parties hereto agree to settle the dispute by mediation under the organization as to be determined by YOURpath for Adult Learners. The place of arbitration shall be in Philadelphia, PA. PA law shall apply.