



AMERICAN OPTOMETRIC ASSOCIATION

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Corporate Confidentiality Policy

American Optometric Association (AOA) volunteers may come into possession of confidential information, including but not limited to information regarding the business affairs of AOA and its affiliates, administrative, financial, industry, insurance, personnel, and sponsorship information, business and marketing plans and strategies, and other non-public information.

Additionally, volunteers may come into possession of confidential information belonging to AOA's members, suppliers, consultants, licensors, contractors, subcontractors, agents or others to whom the AOA owes a duty of confidentiality. Collectively, the above-described information is "Confidential Information."

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- (a) not to use, disclose or release to any party, copy, duplicate, remove, or take pictures of any Confidential Information without the prior written consent of AOA;
- (b) that all Confidential Information will remain the exclusive property of the AOA;
- (c) that you will use reasonable safeguards to protect the Confidential Information.

Unauthorized disclosure of Confidential Information may subject you to legal liability, without any right of indemnification from the AOA.

Revised April 2009