

# CONFIDENTIALITY INFORMATION FOR EVENTS

BCEC hosts over 1,000 events each year. A number of these are of a confidential or sensitive nature. In order to protect the BCEC, our clients and their guests, our staff employment contracts contain provisions that define confidential information and outline employee obligations with regard to its non-disclosure, both during and after their employment.

Confidentiality clauses are detailed below.

## 2. Confidential Information

- 2.1 You will not, at any time during or after your employment with us, disclose or use any Confidential Information relating to us, our clients, employees or agents.
- 2.2 "Confidential Information" means any information in whatever form which is disclosed to you as confidential or is by its nature confidential and which relates to any business or activities conducted or proposed to be conducted by us or our clients or hirers and their clients including, without limitation:
- (a) all information regarding business plans, tender documents, marketing strategies, business development methods or techniques or the implementation of such strategies including information relevant to the methods or techniques implemented, or to be implemented, for or by the Company;
  - (b) all information including precedents, client documents, files, performance reports, budgets, margins, client/agent/contractor lists, processes, know-how, ideas, techniques, formulae, designs, models, calculations, prices, costs, research and development results, reports and data, any information of whatever nature whether the same is recorded in writing, in hard copy form, or on computer disk or provided verbally;
  - (c) any other information of whatever nature that you have been exposed to during the course of your work regarding past and present activities, strategies, methods, techniques, data, know-how and plans of clients and users of the Centre; and
  - (d) any other information that by its very nature might reasonably be understood to have been disclosed to you in confidence or may be of commercial value to us, our clients or competitors.
- 2.3 The obligations in clause 2 do not apply to any Confidential Information which:
- (a) is disclosed in good faith by a third party who did not obtain the Confidential Information in breach of this Agreement and who is not bound by an obligation of confidence in respect of that information; or
  - (b) is in the public domain other than due to a breach of this Agreement.

We believe that these clauses will provide adequate assurance to the client that sensitive information will be held in the strictest of confidence.

## OUR CITY, YOUR CANVAS.