

Deliberative Document – For Discussion Purposes Only

Do Not Release Under FOIA

Non-Disclosure Agreement

My duties include work assignments and responsibility in which I may acquire personal knowledge of or access to information concerning the development of recommendations relating to Acquisition Demonstration (AcqDemo). I understand and agree that it is my duty and obligation to comply with the provisions of the agreement respecting such information, and that my violation of this agreement may result in disciplinary action.

1. I understand that the development of any AcqDemo information, written or oral, is an official, sensitive, and deliberative process. "Written" information includes all electronic and hard copy forms of communication. I further understand that the development of such information is not limited to final documents or products, but also includes all draft and feeder documents, briefings and notes, as well as any other related oral or written communication.

2. Any unauthorized disclosure of AcqDemo information undermines that expectation and trust and is therefore prohibited. Unauthorized disclosures may also constitute a violation of law and Department of Defense or Military Department directives, regulations, instructions, policies or guidance. I promise not to disclose any AcqDemo information, except as specifically authorized.

3. I further understand that any document or any other written communication, whether draft or final, is the official property and record of the Department of Defense and shall be retained, disseminated, released, and destroyed in accordance with requirements of law and application Department of Defense or Military Department directions, regulations, instructions, policies or guidance.

4. I understand that the provisions of this agreement bind me personally even if I am reassigned to other duties or stations, retire, or otherwise cease employment with any contractor, agency, or other relationship with the Department of Defense.

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Name

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Signature

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Title and Organization

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Date