

ForensiQ mutual confidentiality agreement

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Important: This is a draft prepared for review. It is not legal advice and has not been executed. A binding agreement requires the approved Click IT version to be signed by both parties. Entity details, signatories and execution records must be completed from approved Click IT records.

1. Parties

This draft is between Click IT (the disclosing and receiving party as applicable) and the business named in the executed copy. Entity details, addresses and signatories must be completed from approved Click IT records before execution.

2. Purpose

The parties may exchange confidential business, financial, operational and technical information solely to scope, deliver and discuss a ForensiQ business assessment.

3. Confidential information

Confidential information includes source records, extracts, data dictionaries, findings, dashboards, reports and any information marked or reasonably understood as confidential. It does not include information already lawfully public, independently developed without use of the disclosed information, or lawfully received from a third party without a duty of confidence.

4. Obligations

Each party will use confidential information only for the purpose, protect it with reasonable technical and organisational controls, restrict access to people who need it for the purpose, and not disclose it except as agreed in writing or required by law.

5. Data protection and privacy

Personal information will be handled in accordance with the New Zealand Privacy Act 2020 and Click IT's privacy policy. Health information, if any, will be handled under the applicable health information privacy rules and only where authorised.

6. Security and access

Access is role-based and limited to the assessment team. Read-only access is used where practical. Transfer methods, retention, deletion and any approved third-party processing are recorded in the assessment scope.

7. No warranty or advice

ForensiQ analysis is management information. It is not a statutory audit, legal advice, tax advice or a guarantee that every error, anomaly or loss will be detected.

8. Term and return

Confidentiality obligations continue for the period stated in the executed copy. On request or at the end of the agreed retention period, confidential information is returned or securely deleted, subject to legal retention obligations.

9. Governing law

This draft proposes New Zealand law and non-exclusive New Zealand jurisdiction. The final clause must be confirmed by Click IT's approved legal review before execution.

10. Execution

This draft has no legal effect until an approved version is signed by both parties. Electronic signature details and the final version identifier should be recorded on the executed copy.

Acknowledgement is not execution. Reading this document or requesting a copy records an acknowledgement of the draft only. It does not create a binding confidentiality agreement.

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