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CONFIDENTIALITY & ETHICS AGREEMENT

Name of Mentor:.....

Address:.....

Mobile:.....E-mail Address:.....

Thank you for offering your time to be a Mentor with *Bizmentors*®; we hope you enjoy the experience. This document sets out the terms agreed for your participation as a mentor on the *Bizmentors*® Panel.

Your role is to listen attentively to mentees, challenge them to consider alternative strategies in the development of their business and help them focus on the key issues faced and a range of solutions.

You must not, during your appointment as Mentor with *Bizmentors*® or afterwards, disclose to any company or person or otherwise make use of any trade secret or other confidential information relating to the affairs of any business which may come to your knowledge by virtue of your position as Mentor.

This obligation extends to the use of information obtained by virtue of your position for the purpose of dealing in shares (directly or indirectly) or property.

During your appointment, you must immediately communicate to the *Bizmentors' Programme Manager* any conflict of interest arising out of your position as a Mentor.

In order to fully comply with *Bizmentors*® *Professional Indemnity Policy* during your appointment as a Mentor you shall not accept any appointment whatsoever, whether as director, consultant agent, or other position, enter into any commercial arrangement whatsoever, with a company while acting as a Mentor to that business.

If the *Bizmentors' Advisory Board* does provide consent for such a relationship to be developed to that company, then such consent shall be conditional upon your immediate resignation as a Mentor with *Bizmentors*®. The *Bizmentors' Advisory Board* reserves the right to regularly review the Mentor panel and make additions and deletions as it deems appropriate. If, as a Mentor, you find that you need to terminate your involvement for any reason; please immediately inform the *Programme Manager*.

You accept that you are an independent contractor and agree your role as a Mentor with *Bizmentors*® does not render you an employee, consultant, or agent of *SCCUL Enterprises CLG* and you will not hold yourself out as such to any party.

You hereby confirm that you have attended a *Bizmentors*® induction session and have read and fully understood the material given to you at that session. If you have any queries regarding your role and responsibilities as a Mentor you are required to raise these and resolve them with the *Bizmentors' Programme Manager* before commencing your role as a Mentor.

Finally, Mentors of *Bizmentors*® are bound by the *European Mentoring and Coaching Council Code of Ethics*. You hereby confirm that you have received a copy of this code; you have read and understood it.

Bizmentors' Advisory Board.

Please return one signed copy as soon as possible and retain a copy for your own records.

I agree to be bound by the above terms and conditions of the *Bizmentors*® Programme.

Signature: Date: