**Confidentiality and Non-Disclosure Agreement**

I, (name of research assistant/co-investigator/translator/interpreter/transcriber), am collaborating with (Principal Investigator's name) on the research project entitled (project title).

My responsibilities include (detail role, such as "transcribing interviews with participants," "inputting participant data," or "serving as an interpreter for Spanish during focus groups," etc.)

In fulfilling these duties:

1. I will maintain the confidentiality of participant identities.
2. I will protect the personal details obtained from participants.
3. I will keep the responses of participants confidential.
4. I will not reveal any study data.
5. I will only discuss the study details with the involved researcher(s).
6. I will securely manage any physical documents in my care.
7. I will securely manage any digital information in my possession.
8. Upon completing my tasks, I will return all documents and data to the investigator.
9. I will dispose of any duplicate documents or data produced during my involvement.
10. Additional items as specified by the researcher (if applicable).

Signature Date

Investigator's Signature Date

Contact Details of Research Assistant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_