

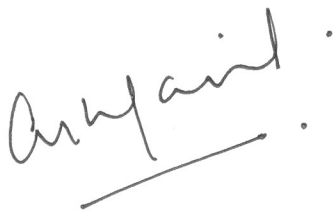
## Policy: Confidentiality

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### Policy Statement: Confidentiality

**W**e at **the9words** are committed to safeguarding our clients' intellectual property and confidentiality. The copyright of all the work entrusted to us reside with the client, and we ensure that these copyrights are never violated in totality, in part, or in any other form for our personal gain. Confidentiality of the clients' intellectual property will be maintained at all costs. To ensure compliance with this policy, all employees and freelancers working with **the9words** are required to sign and abide by our nondisclosure and confidentiality agreement.

In addition, our freelancers are also required to undergo an extensive vetting process to ensure that they can be trusted to comply with our confidentiality policy. Extremely sensitive works, at the client's request, are assigned only to our top in-house team of writers and editors.



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(Avantica R. David)  
Head – Amethyst  
Editing Services



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(Vijay Ghosh)  
Head – Azure  
Writing Services

