

CONFIDENTIAL INFORMATION AND BUSINESS IDEAS, INVENTIONS, AND DEVELOPMENTS AGREEMENTS

Policy Statement

It is the policy of Kimberly-Clark

to prevent unauthorized disclosure or use of its trade secrets and other confidential business information and to preserve its ownership rights in business ideas and inventions developed by its employees.

Policy Comment

It is the intent of this policy to:

- Safeguard Kimberly-Clark's trade secrets and other confidential business information.
- Require each employee to assign to the Corporation, in writing, all business ideas, inventions and developments, except those which are not related to the business of the Corporation and for which the Corporation has not provided information or other assistance.