

I, as an employee or contractor of TUV Rheinland North America Holding, Inc. or any parent, subsidiary, or affiliate of TUV Rheinland North America Holding, Inc. (individually and collectively referred to herein as "TUV Rheinland") hereby agree to perform work for TUV Rheinland under the following rules:

- I will comply with rules and procedures established by TUV Rheinland.
- I hereby attest that in the performance of my duties and responsibilities I will act in an objective and impartial manner; that I will not act in my own self-interest; that my decisions will not be influenced by others; that any perceived or real threats of intimidation, explicit or otherwise, will be reported to my manager.
- I will not at any time during or subsequent to this agreement, unless authorized to do so, disclose or use in any way information or knowledge or data I receive or develop while providing service for TUV Rheinland, for my personal benefit or for the benefit of any other person or entity other than TUV Rheinland; including but not limited to, plans, lists, prospects lists, and trade secrets of TUV Rheinland or its clients.
- While working for TUV Rheinland, I may have access to confidential business information from clients, TUV Rheinland and others, and may be authorized to handle this information in the performance of my responsibilities. I shall always assume that this information is proprietary, and that it should never be revealed by me to others outside of TUV Rheinland except at the documented request of an authorized representative of the client, or when required by applicable law or government regulation. I agree to maintain this information in a secure manner that prevents any accidental disclosure. I understand and agree that unauthorized disclosure or handling of confidential business information may result in disciplinary action, including but not limited to termination of my employment or cancellation of my contract with TUV Rheinland, as the case may be; or in the case of employees from other TUV Rheinland companies, revoking authorization to perform work on behalf of TUV Rheinland. Should my authorization to handle confidential information be revoked while I work for TUV Rheinland or as a result of cancellation of my contract with TUV Rheinland, I understand that my obligation not to reveal confidential business information will still be in force.
- Upon cancellation of my contract or termination of my employment with either TUV Rheinland or TUV Rheinland for any reason, I agree to promptly deliver to TUV Rheinland all physical property, plans, designs, computer programs, computer lists, prospect lists, records, notes, reports, and all other materials relating to TUV Rheinland or its clients in my possession or under my control including but not limited to electronic files, documents and data, and will not take with me, or allow a third party to take, any of the foregoing or any copies of any of the foregoing, including but not limited to electronic copies.

- I understand that situations of actual or potential conflict of interest are to be avoided by all employees. I understand that an actual or potential conflict of interest occurs when personal involvement with a competitor, supplier, client or employee of TUV Rheinland has the capacity to impair an employee's ability to exercise good judgment on behalf of TUV Rheinland. I understand that an actual or potential conflict of interest may also occur if I am in a position to influence a decision that may result in personal gain for me or a relative or other close relation as a result of TUV Rheinland's business dealings. These conflicts of interest or relationships may include but are not limited to, other financial participations or contractual agreements, the use of shared resources and sales or marketing related commissions.
- I hereby attest that I will notify the manager responsible for the certification body at TUV Rheinland in the case of any situation I may be involved in which creates or may lead to, an actual or potential conflict of interest. This will be done to determine whether a potential or actual conflict exists. If an actual or potential conflict is determined to exist, TUV Rheinland may at its discretion take appropriate action, disciplinary, corrective or other, up to and including termination.
- (Applicable to Management System Certification) I hereby attest that I will notify the manager responsible for the certification body at TUV Rheinland in the case that I have provided consultation or other services to a specific client within two years before conducting an audit or providing other certification services to a specific client, to preclude any actual or perceived conflict of interest.
- (Applicable to Product Evaluation, Inspection and Certification) I hereby attest that when assigned to review or make a certification decision on a certified product or a product to be certified, I will notify the manager responsible for the certification body at TUV Rheinland of any involvement in the design, manufacture, installation, maintenance, or distribution of said product within the previous two years.

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Print Name

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Signature

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Date