

## **CONFIDENTIALITY AGREEMENT**

Guest's name and surname:

Name of company/institution:

Date of visit:

Purpose of visit:

Location:

Pursuing the policy of the company NSG Group, which in Poland is represented by the companies: Pilkington Automotive Poland Sp. z o.o., Pilkington IGP Sp. z o.o. and Pilkington Polska Sp. z o.o., concerning access to all its production plants constituting a unit of the Group, I hereby confirm that without written permission I shall not use, disclose or publish any information

- a) which will be provided to me by employees or representatives of your companies
- b) which I will acquire while visiting the aforementioned plants

regarding these plants, their activities or methods and production processes and I shall treat this information as confidential irrespective of whether it is covered by patent protection or not.

Additionally, I hereby confirm that I shall not take any photos, record any films or make any copies of documents during my stay on company premises.

In the case of any breach of the aforementioned conditions, I am fully aware that it would constitute illegal conduct and proceedings might be instituted at a competent authority in order to enforce sanctions provided for by the law, especially with the aim of remedying the damage caused as a result and with the aim of protecting the company's interest.

I hereby declare that the personal data I have provided is correct and accurate.

The Controllers of your personal data are: Pilkington Automotive Poland Sp. z o.o., Pilkington IGP Sp. z o.o. and Pilkington Polska Sp. z o.o. According to the current regulations on personal data protection (GDPR) your personal data provided by you in this Confidentiality Agreement will be processed for the purpose of performance of this Agreement and also to take steps prior to entering into this Agreement, as well as to meet legal requirements (such as claims etc.) and for the purposes of the legitimate interests pursued by us as the Controller (establishment, exercise or defence of legal claims, replies to queries). The legal basis for the processing of your personal data is the performance of this Agreement, which requires processing of personal data and also the fulfilment of the Controllers' legal obligations and the legitimate interests of the Controllers. The provision of the personal data is not an obligation but without it we will not be able to enter into this Agreement and perform it by granting you access to our plants.

The personal data shall be processed for not longer than it is necessary that is for the period of the performance of this Agreement and later for the period required for claim dissolution or the expiration of the limitation period of a claim, unless the legal regulation requires earlier deletion of the personal data. Your personal data will be made available to our contractors (such as: IT, technology services legal services) and only when necessary. We will make the personal data available to the contractors to the extent that allows them to provide services for us. Our contractors are required to store the personal data in a safe and protected manner.

You have several rights with the respect to your personal data such as: the right to rectification (if we have incomplete, outdated or incorrect data, it will be rectified), the right to object to the processing of your personal data, the right to restriction of processing of your personal data, the right to demand deletion of your personal data, the right to erasure (right to be forgotten), the right to data portability, the right to complaint to the supervisory authority (we would like to resolve all your claims amicably but you have the right to file a claim to the supervisory authority for the protection of personal data – for us it is Prezes Urzędu Ochrony Danych Osobowych).

Guest's signature:

Employee's legible signature:

Date: