

## I. Secrecy Obligation (visit of the plant)

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Being one of the leading manufacturers of packaging products, Jokey offers latest state-of-the-art packaging technology with respect to moulding ability, functionality, closure systems and decoration. The following secrecy obligation is to be signed by Signatory with respect to the visit of Jokey's plant:

1. Signatory must have his/her personal data checked at the reception desk. Upon request, Signatory has to present his/her identity card or a corresponding document to proof his/her identity.
2. Signatory undertakes to follow the instructions of Jokey employees and to read as well as to follow and sign the Guidelines for Safety, Hygiene and Cleanliness.
3. Signatory has taken note of the fact that it is strictly forbidden to make photos and/or videos.
4. Signatory commits him-/herself to keep secret any information (general and technical know how, ...), disclosed during the visit of the plant. All rights to the information, in particular all rights to use the information, will remain Jokey's exclusive property.
5. Signatory, in any case, has the burden of proof that parts of the information were already known to him/her on the date of signature of the present Secrecy Obligation and/or that they will have become accessible to public without Signatory's personal involvement or fault.
6. Signatory commits him-/herself not to publish any posts about the visit of the plant on social media networks such as blogs, twitter, facebook or printing media. Without explicit prior written consent, there are no exceptions to this obligation.
7. In case of infringement of this secrecy obligation, Signatory undertakes to pay a contractual penalty amounting to EUR 5.001,00. This penalty is not to be set off against possible claims for damages.

## II. Guidelines on Safety and Hygiene

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The Signatory will enter the production area for food packaging during the factory tour. For this reason the Guidelines for Safety, Hygiene and Cleanliness must be followed.

The Signatory is obliged

1. To Wear the provided clothing and hair protection
2. To Visibly attach the visitors badge obtained from the personnel department
3. To wash and disinfect hands before entering the production area.
4. To take off jewelry (except wedding rings) and wrist watches
5. to smoke only in designated areas
6. To declare that he/ she is not suffering from any disease or condition which may adversely affect the product
7. Not to lay on any fragrances before entering the production area

### III. Guidelines on Energy Management

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DIN EN 50001 means that all persons working on behalf of Jokey must be sufficiently qualified, through training, acquired knowledge or experience, with regards to the main areas of energy use.

Environmental protection and energy-efficiency are corporate aims.

All employees who work for the company are required to adhere to current laws and regulations, as well as to the principles of the energy and environment policy.

## IV. Data Protection Declaration

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We take the privacy of our visitors very seriously. This is why data protection is particularly important to the Jokey Group.

Your data is collected exclusively on the basis of fire protection regulations as well as for the protection of house rights and operational safety. Your data will never be passed on to third parties and will only be accessible to a selected group of employees trained in data protection. Your data is stored for a period of six months so that safety-relevant checks can be carried out retrospectively. Your data will be deleted immediately after this period has expired.

If you have any questions regarding this processing or data protection in general, please contact the data protection officer of the Jokey Group:

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The body responsible for this processing:

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