



§1.4 Declaration of confidentiality

In order to guarantee the confidentiality of CCIC Traceability Laboratory activities, hereby declare as follows:

1. Staff shall not disclose state secrets, trade secrets and technical secrets known in the testing work;
2. All information generated or obtained in laboratory activities have management responsibility and who? is responsible for the confidentiality of relevant information in associated with the laboratory;
3. The information generated by the laboratory activities to the customer is proprietary information. Except for the information disclosed by the customer or an agreement signed between the laboratory and the customer (for example, in respond to the purpose of the complaint), the laboratory has a confidential obligation for the proprietary information;
4. Customer's information: analytical test results, original records and information collected and stored in the laboratory data management system, cannot be accessed by staff without permission including copying or borrowing to irrelevant personnel;
5. In case of legal requirements or contract authorization, the relevant customers will be notified in advance before preparation to make the information available to the public;
6. This organization is willing to assume due legal responsibility for the confidentiality of the laboratory.
7. The subsidiary companies shall have responsibility to make the declaration of confidentiality to meet the requirements complies to local regulations. The declaration will be approved by site management.

CCIC Traceability Technology Co. Ltd

General Manger (Sign):

20-Jul-2020