Confidentiality Agreement for L&B-External Staff and Visitors

With the following document the visitor is committed to accept the regulations concerning the access, collection and evaluation of data, access to IT systems as well as internal information during the visit at Lohmann & Birkner Health Care Consulting GmbH or any of its subsidiary companies.

Declaration of commitment in accordance with the Federal Data Protection Act (BDSG, 2018) Section 53 *[1]

I commit myself to respect the data secrecy concerning data processing or the use of personal data. I have been informed about the regulations of the Federal Data Protection Act.

- Persons employed in data processing shall not collect, process or use personal data without authorization (confidentiality).
- On taking up their duties such persons, in so far as they work for private bodies, shall be required to give an undertaking to maintain such confidentiality. This undertaking will continue to be valid after termination of their activity.
- I have been informed about the consequences of violating the Federal Data Protection act, particularly Section 43 and Section 44.

In addition I commit myself to respect the discretion of internal circumstances, business procedures and informations concerning customers and projects of Lohmann & Birkner.
I am prohibited to use, publish or process such information~~s~~.

Berlin,

Place, Date

Visitor (in block letters)

Company (in block letters)

Signature

To be filled out by Lohmann & Birkner::	
Reason of Visit *(please tick)* o Personal Visit o Service for L&B o Buisness partner, customer, project participant… o Other reason (*please outline reason below*) ……	**Responsible** *(please tick)* o Dr. R. Lohmann o M. Bünger o Human Resources o Administration o Team Register o Team IT / Support o Team Psych o Team Medizin o Other *(please indicate person/group responsible below)* ……

[1] Federal Data Protection Act: Section 53: "Persons employed in data processing shall not process personal data without authorization (confidentiality)."