

COMMITMENT TO SECRECY which is undertaken by the visitor named below

Family name and first name:	ID/Passport No.
Company	

I declare that I have been warned of the confidential nature of the activities that are carried out at Applus+IDIADA and promise that:

- a) The purpose of my visits to Applus+IDIADA's complex shall never be industrial or commercial espionage;**
- b) I shall hold in the strictest confidence all technical, commercial or any other information to which I could have access and which does not correspond to the declared purpose of my visits;**
- c) I shall not bring into the complex, nor use within it, any image recording systems, such as cameras, video cameras, camera phones, etc., without Applus+IDIADA's written authorization;**
- d) I shall only enter those areas of the complex which are necessary for the declared purpose of my visits, and**
- e) I shall show the contents of bags, boxes, suitcases or anything that could hold other objects, whenever asked to do so by the security personnel, and in particular at the entrance and exit of the complex.**


I declare that I understand the meaning of this commitment to secrecy and the obligations that I undertake, and I am aware of the serious harm I could cause Applus+IDIADA and its clients if I do not fulfil this commitment. I recognise that I have been warned that any such non-fulfilment will be notified to my superiors and give rise to legal action being taken.

Together with this document, I have received details of the action to be taken in case of emergency and the General Hazard Prevention Rules.

Note: The Spanish penal code in force defines the offences of the disclosure and revelation of confidential information in articles 197 to 200 and of the unlawful appropriation and dissemination of company secrets in articles 278 to 280, and establishes a prison sentence of up to five years for those who commit these offences.

_____ (Signature)
Santa Oliva (Tarragona), _____ (day) (month) (year)

EMERGENCY PROTOCOL
ACTION in case of fire, explosion, evacuation, accident

Steps to follow if you detect a fire or incident:	Call 1222 (if using internal phone) or 977 166 017 GIVE THE FOLLOWING INFORMATION: - Your name - Exact location of incident - Type of incident - If anyone has been affected by the incident - Don't hang up the phone until told to
What are the alarm signals of a fire or evacuation?	Announcement via megaphone system
Who should I contact if I detect an emergency?	Call 1222 (if using internal phone) or 977 166 017
In the event of evacuation what steps must I follow and what is the escape route?	- Don't use lifts - Don't stop to pick up personal belongings - Follow the instructions of the emergency personnel - If you are attending a visit, accompany them during the evacuation - Don't stop in the exits or try to go back - If there is smoke, walk bent over or crawl out - Go to meeting point
 Where are the staff meeting points?	There are two marked meeting points: - Opposite the Main Building and the Powertrain building - On the access road to the Workshops area

GENERAL HAZARD PREVENTION RULES:

- Non-company staff must obey the company's operation, safety and hazard prevention rules at all times.
- Obey the safety signs. Use the recommended and mandatory protection equipment. If you do not have any, request it from your supervisor.
- Do not handle or use equipment, vehicles or facilities if you cannot guarantee they can be used safely.
- In IDIADA's workshops/boxes, together with the work equipment provided by IDIADA, you will find Safety Information Sheets whose instructions must be followed at all times in order to prevent accidents and work safely. Use the appropriate personal protective equipment and follow the instructions of the Sheets and Usage Manuals.
- The use of fork-lift trucks, lifting platforms and other special machinery, as well as work at height (over 2 meters) is only allowed to be done by authorized and trained personnel.
- When handling or using chemical products, you should consult and follow the safety and prevention measures detailed in the Safety Data Sheet and use the protective equipment specified in it. These safety sheets must be kept available for consultation in the work area.
- You must obey the Proving Ground Driving and Safety Regulations at all times on IDIADA's test tracks.
- If you have to drive vehicles, you must have the driving license appropriate to the type of vehicle used.
- The maximum speed inside the IDIADA complex is 50 km/h (except Proving Ground).
- The consumption of alcohol or drugs in the IDIADA complex is prohibited.
- You must cross roads and walk around the complex using the pedestrian crossings and pathways. Take special care in areas where there is traffic.
- Smoking is prohibited in the buildings.
- Keep work areas clean and tidy.
- If necessary, you can seek the assistance of our Medical Service which is located in the Proving Ground Control Tower building.
- If you detect a hazard, report it immediately to your IDIADA contact or supervisor.

This version of the Commitment to Secrecy document substitutes any other that the visitor may have signed before. The personal data that appear in this document will be processed and incorporated into a file held by IDIADA Automotive Technology SA, according to the Constitutional Law 15/1999 of 13th December, Protection of Personal Data, for the sole purpose of controlling access to the complex. We inform you that you can exercise your rights of access, rectification, cancellation or objection at the following address: Applus+ IDIADA, L'Albornar - PO BOX 20, E-43710 Santa Oliva (Tarragona) Spain or at the following e-mail address: data_protection@idiada.com