



# Commitment on Information Security

**Technical know-hows and business secrets are Huawei's essential wealth. In order to protect that, before I leave the company;**

**I. I promise that when I use my office computer:**

1. I will not copy documents in the computer to personal storage devices or personal computers.
2. I will not use personal disks, USB devices, or CD-ROMs to start the computer.
3. I will not reinstall the operating system without permission.

**II. I hereby promise not to transfer Huawei's confidential information to non-Huawei's devices or IT systems without permission, including but not limited to the following:**

1. Not retain, store, or back up Huawei information to non-Huawei devices.
2. Not upload Huawei information with network disks not provided by Huawei, such as Dropbox.
3. Not send, receive, or process Huawei information with non-Huawei mail accounts, such as Gmail.
4. Not transfer Huawei information with nonstandard IM software, such as Skype.

Employee name:

Employee ID:

Date of Exit:

**Huawei security systems record and inspect any happened on the Huawei's device. Please carefully read the terms list above and honor your serious commitments.**