



PC Inventory Assignment Agreement

Please retain a copy of this document for your record.

Date of assignment: Feb 17, 2021

Time: 12:15:02 PM

Assigned by ITS Technician: PC_BATCH

Assignee Information:

Personnel #: 00611996
Name: PARIDA, PRADIPTA KUMAR
Serial Number: 5CG10166JS
Part Number: 7UA68UC#ACJ
Office Location:
Model Name: HP 840G6,i7,16GB,512GB,WPL-DDS

You ("User") hereby acknowledge receipt of the equipment specified below (the "Equipment"). User understands that the Equipment is the property of Deloitte LLP and/or its subsidiaries (the "U.S. Firms"). User understands that the Equipment is intended primarily for business purposes and should be used and maintained in accordance with the policies of the U.S. Firms. Failure to comply with the policies of the U.S. Firms may result in discipline up to and including termination or appropriate action pursuant to the applicable partnership agreement.

Confidentiality

The Equipment has been designed to protect Confidential Information and Personally Identifiable Information ("PII"), as defined in APR 223 Confidential Information and Other Vital Business Interests, and APR 910 Privacy Policy. Any such Confidential Information and PII stored on or transmitted to or from the Equipment should be handled in accordance with the requirements set forth in APR 208 Electronic Communications and Systems.

Security

User is responsible for the protection of the Equipment and the data stored on it, and should take required steps to prevent unauthorized access to the Equipment and/or data stored on it. Obligations related to Equipment and data security are set forth in APR 310 Information Security and APR 340 Laptop Security.

User should report any incident in which the confidentiality, integrity or availability of any Confidential Information or PII has been or may have been compromised, or where there has been, or there is potential for, unauthorized or inappropriate collection, use, access, disclosure, modification and/or exposure of Confidential Information or PII. Such reports should be made by calling 1-800-DELOITTE. Lost or stolen Equipment should also be reported by calling 1-800-DELOITTE.

Software and Settings

The Equipment is configured with appropriate security and applications settings that should not be changed without approval of the U.S. Firms' Information Technology Services ("ITS"), as set forth in APR 340 Laptop Security. Users are prohibited from using any devices that are not approved by ITS in connection with work for the U.S. Firms. Users should not install or download any software without ITS approval. Pursuant to APR 116 Copyright - Infringement Issues, the installation of approved software or other electronic materials should be supervised or performed by ITS.

Data Transfer

If the Equipment has been provided to User as a result of an end-of-lease upgrade, be aware that ITS has transferred to User's new machine only the data stored in U.S. Firm standard locations. These standard locations include, but are not limited to, My Documents, the Desktop, and Outlook. The data from User's old machine will be retrievable for 5 business days in the event anything was missed.

Personal Use

While incidental and occasional personal use of the Equipment is permitted in accordance with APR 208 Electronic Communications and Systems, the U.S. Firms reserve the right to access, retrieve, delete, monitor, examine, use and disclose any of User's electronic communications, as well as any other information stored on or transmitted to or from the Equipment, and User waives any claims to privacy as it relates to use of the Equipment. By accessing and using the Equipment, User is consenting to monitoring for law enforcement and other purposes and acknowledges that unauthorized use of the computer system may lead to prosecution and penalties.

Return of the Equipment

It is expected that the Equipment be returned in the same manner (*less normal wear and tear) as it was provided, including but not limited to all accessories (i.e. laptop bag, power supplies; telephone and network cable, headsets, etc.), and the outer shell should be free of pasted decals or artwork. Lost or stolen Equipment should also be reported by calling 1-800-DELOITTE.

*Note: Normal wear and tear is defined as: Light/minor scratches on the screen, faded lettering on the keyboard, minor scratches on the cover or base.

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THE EQUIPMENT REFERRED TO HEREIN AND HAS READ THE ABOVE AGREEMENT AND THE POLICIES REFERENCED HEREIN AND AGREES TO COMPLY WITH THEM.

Signature: 00611996

Name: PARIDA, PRADIPTA KUMAR

Date: 02/17/2021