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Declaration of commitment to maintain confidentiality and to observe data protection

Distributor:	Original: • Personnel file	Copy: • Employee
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Data of the obligor:

Company:

Surname:

First name:

Personnel number:

Area:

Due to your tasks in our company, you are obliged to observe data protection, in particular to maintain confidentiality in accordance with Art. 5 Para. 1 EU General Data Protection Regulation (GDPR).

You are prohibited from processing personal data without authorization.

Personal data may only be processed if consent or a legal regulation allows the processing or if the processing of this data is required. The principles of data protection within the ZEISS Group are based on European data protection standards, in particular the GDPR, and are set out in the data protection guidelines of the ZEISS management system. These guidelines essentially include the following aspects:

Personal data must

- lawfully and in a manner that is comprehensible to the data subject way to be processed;
- collected for specified, explicit and legitimate purposes and not further processed in a manner incompatible with those purposes;
- processed according to the principle of data minimization, ie adequate for the purpose and only to the extent necessary for the purposes of the processing;
- accurate and, where necessary, up to date; all reasonable measures must be taken to ensure that personal data stored in are inaccurate in relation to the purposes of their processing, be erased or rectified immediately;
- stored in a form which permits identification of data subjects only for as long as is necessary for the purposes for which they are processed;



f) processed in a manner that ensures appropriate security of the personal data, including protection against unauthorized or unlawful processing and against accidental loss, accidental

Destruction or accidental damage through appropriate technical and organizational measures ("Integrity and Confidentiality");

Violations of this obligation can lead to significant reputational damage and fines for ZEISS. Violations can be punished with a fine and/or imprisonment. A violation can also represent a violation of contractual obligations or special confidentiality obligations. Civil law claims for damages can also result from culpable violations of this obligation. Your confidentiality obligation arising from the employment contract or separate agreements is not affected by this declaration. The obligation continues to apply after the end of the activity.

The documents attached as an attachment inform you about the essential provisions of the GDPR and the behavioral requirements derived from them.

I have hereby taken note of my obligation to maintain confidentiality in accordance with Art. 5 Para. 1 GDPR and to observe data protection.

I have received a copy of the commitment. Please return the attached copy of this letter to the HR department after you have signed it.

Obligatory:

Place and date

Signature of the obligor

With the signing of this declaration, previous data protection obligations are replaced and become irrelevant.

For the sake of completeness, it should be pointed out that, regardless of the legal obligation to handle personal data properly, you are obliged under labor law to keep business and trade secrets secret and not to disclose them to third parties. The documents that are also attached provide information on the safety standards to be observed.

Appendices: 1. Data protection guidelines of
the ZEISS Group 2. Brochure on data protection and information security at ZEISS