

(continuation „Confidentiality“)

You will use the information and documents provided to you solely for the purpose previously agreed and within your own company disclose only to the management and such employees or consultants professionally bound to secrecy, which are involved in the project in question. You will not utilize the information and documents provided to you for other purposes, especially not for competitive purposes, nor divulge to third parties or make publicly available. You ensure that this obligation is also respected by the staff members and consultants involved by you. Upon written request, you agree to return all provided written information and documents and any copies thereof to us and to destroy your notes or documents you prepared based on the information and documentation provided.

c) You ensure that this confidentiality agreement is also observed by the staff members and consultants involved by you.

**Taken note of contents and instructed on specific and current dangers.**

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Date

Signature



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Tel.: +49 203 999-3300**

**info.service@du.szmf.de  
www.szmf.de**



## **Safety Information**

for visitors and contractors



## **Emergency Call**

**... on internal phone network: 112  
... from mobile phones: +49(0)203-999-112**

## »We give you a safe welcome!«

We are committed to the protection of the environment and the health and safety of our employees, contractors and guests. We believe that all accidents are preventable. We therefore have the simple goal of **'zero accidents'**

Full awareness and compliance to safety regulations are then necessary in all work and production areas as well as on all traffic routes.

We therefore ask you to read this leaflet carefully and to follow any additional advice and instructions from the person responsible for you. The person is familiar with specific hazards that are not always or immediately apparent to external personnel. Please make every effort to avoid potential hazards.

Please direct any health and safety related questions and suggestions to the person responsible for you or to our Occupational Safety Specialist, Mr. Kurenz (phone: +49 203 999-3330).

In emergencies, please call the emergency number 112 in the internal telephone network or +49 203 999-112 if you are calling from an external or mobile phone. Only then a swift response from our on-site rescue services can be guaranteed.

We thank you for your understanding and hope that you have a safe and interesting time at SZMF!

Yours faithfully,

Salzgitter Mannesmann Forschung GmbH

## Clothing

(„Hazards and Regulations“; continued)

**In principle, the following clothing** should be worn on the site:

- **Sturdy, closed shoes** (canvas shoes, light trainers, high-heeled shoes, sandals etc. are unsuitable!)
- **Hard-wearing clothes** (preferably cotton, arms and legs should be covered, even in summer!)

Please also pay special attention to the following signs:



**Areas marked with these signs, entry is only permitted with special protective clothing.** If required, we are pleased to provide you the relevant protective clothing.

## Hazards and Regulations

- Remain within **sight and earshot of the person responsible for you** and do not leave the group!
- Only enter work, transport or production areas **when accompanied by an authorized person!**
- Do not operate **any machines, devices, switches, levers etc. without authorization!**
- Keep **a safe distance** from crane loads, machinery, vehicles etc.!
- Use the **marked paths and crossings**; keep away from railway tracks!
- Use the **handrails** on **stairs!**
- Road traffic regulations apply on site and a **speed limit of 30 km/h!**

- **Rail transport** always has **priority** (caution: there are many barrier-free rail crossings!)
- Please **observe safety signs and signaling devices** on the site!
- Carrying or consumption of **drugs (e. g. alcohol)** is **not permitted!**
- **Photography** even with a mobile phone - is **not permitted!**
- Follow the **instructions** of **HKM site security!**
- Please read up on **escape routes, emergency exits** and **evacuation assembly points** (see emergency evacuation plan on each floor).

## Confidentiality

A requirement for entering our company and business premises is that you treat all information obtained during your visit confidential. By entering our company and business premises you accept the following:

You agree that you must treat in confidence the information and documentation on the SZMF and the SZ-Group and our other R&D partners made available by us or by third parties at our request. Not confidential are only those information and documents

a) which are public knowledge or become publicly known during our discussions and negotiations, without you, your employees or consultants being responsible for it;

b) you have already known or which become known to you during our discussions without violating a confidentiality agreement, legal regulations or administrative orders. If information and documents made available by us are already known or become known to you, you will inform us immediately in writing.

(continued on the back)