

CONFIDENTIAL INFORMATION NOTIFICATION

To be completed by Business Partner

Before starting an interaction with Business Partner, R-Pharm, JSC collects personal information about your key personnel, agents and other individuals (mentioned as "Key employees") for fully inspecting Business Partner. This information will be collected by means of an aforementioned Business Partner Questionnaire and public sources such as the Internet. As R-Pharm, JSC follows principles of respecting rights to privacy and carries out all applicable laws protecting the personal data, confidential information, commercial secrets and privacy, this notification is issued to inform you and to let you inform all your key personnel about collecting and using of personal data and to remind the key personnel of their rights to the collected information.

The purpose of this confidential information notification is to notify key personnel and to inform them about the following:

Collecting, using and sharing of information

By sending you this questionnaire, you are asked to provide relevant information about your key personnel for the purpose of complete inspection. If necessary or required, some information will be confirmed either by public sources or by other sources available to the company R-Pharm, JSC or by independent examiner. You agree to provide this information according to applicable data protection laws and make sure that you have appropriate key personnel permission for sharing of information.

According to applicable data protection laws, you are required to inform key personnel about collecting and using their personal data and obtain of the consent of each key employee for the transfer of the personal data to R-Pharm, JSC and processing of the personal data of the key employee by R-Pharm, JSC for the purpose of the complete inspection of the Business Partner. By signing and submitting this form, you acknowledge and agree on the following:

- To obtain the necessary permission and to show this notification;
- To provide your key personnel with a copy of this confidential information notification;
- To bear the full responsibility in accordance with the legislation of the Russian federation for the obtaining the consent of each key employee for the transfer of the personal data to R-Pharm, JSC and processing of the personal data of the key employee by R-Pharm, JSC for the purpose of the complete inspection of the Business Partner.

In the framework of full inspection R-Pharm, JSC can share information with legal counsel – internal or third party, qualified and appointed to provide an inspection by experts in any country outside key personnel residence where confidential information protection laws may not con-

form to laws of the country of key personnel residence and as it is required according to applicable laws, court resolutions, or government regulations or in accordance with duly executed request of government regulatory authorities. The information collected through this questionnaire will be recorded in written and / or electronic records to be kept by R-Pharm, JSC employees inspecting a Business Partner. This information will be accumulated and retained in accordance with applicable laws.

Information access

Key personnel have access to personal information related to them and retained by R-Pharm, JSC employees. They also have the right to ask to correct, update, or delete this information. A key employee interested to exercise the right, to express any concerns about information sharing or to obtain additional information should contact the R-Pharm, JSC employee inspecting a Business Partner.

_____	_____
Signature	Date

Typed or Printed Name	

Title	

Company Name	

Address	