

# Confidentiality Promise

To comply with related confidentiality specifications, maintain lawful rights and interests of auditee (including inspected/verified/validated, the same below) , and ensure impartiality of certification, we hereby promise:

## 1 Confidentiality scope

- 1.1 Abide by the confidential scopes required by state laws and regulations;
  - 1.2 The state secret, trade secret and technology secret involved by the audit/validation/verification activities;
  - 1.3 Auditee's confidential information (e.g. information involved in operation, management and technology) includes confidential information obtained from other sources (e.g. the complainant, supervision administration, peer experts) other than the auditee, unless the above information has been made public by the auditee, or has been agreed with the auditee to be made public, or is required by the law, etc.
  - 1.4 Information about signed certification/validation/verification contracts, and schedule status before certified;
  - 1.5 Documents, files and records about certification/validation/verification audit process;
- 2 Our management, market development and customer service personnel, auditors and technical experts, peer experts (such as those of Forest Certification Project) shall comply with the confidentiality promise: not to disclose related information to third party unless getting the written approval from auditee/ certified client.
- 3 The confidential information doesn't include: information and audit materials related to certification/validation/verification which are required by laws, CCAA, CNCA and other certification bodies and government departments.
- 4 Auditees have the right to ask for necessary confidentiality, denied areas and so on, and ask audit team and relative personnel who enter into the auditee's sites to make confidentiality promises.

**BCC Inc.**

**Legal Representative: Tao Ranting**

**General Manager: Ju Hongfang**