



Information Security and Privacy Policy

All GRANITE SOLUTIONS GROUPE records and information relating to GRANITE SOLUTIONS GROUPE or its customers are confidential, and employees must, therefore, treat all matters accordingly. No GRANITE SOLUTIONS GROUPE or GRANITE SOLUTIONS GROUPE-related information, including without limitation, documents, notes, files, records, oral information, computer files or similar materials (except in the ordinary course of performing duties on behalf of GRANITE SOLUTIONS GROUPE) may be removed from GRANITE SOLUTIONS GROUPE's premises without permission from GRANITE SOLUTIONS GROUPE. Additionally, the contents of GRANITE SOLUTIONS GROUPE's records or information otherwise obtained in regard to business may not be disclosed to anyone, except where required for a business purpose. Employees must not disclose any confidential information, purposefully or inadvertently (through casual conversation), to any unauthorized person inside or outside the Company. Employees who are unsure about the confidential nature of specific information must ask their supervisor for clarification. Employees will be subject to appropriate disciplinary action, up to and including dismissal, for knowingly or unknowingly revealing information of a confidential nature.

PROPRIETARY INFORMATION: CONFIDENTIAL TRADE SECRET INFORMATION

Applicable to all W2 Employees of GSG

1. Consultant recognizes and acknowledges that during the course of this assignment Consultant will have access to certain information not generally known to the public or to competitors of GSG, relating to the business of GSG, or any of GSG's Clients, (collectively the "Confidential Trade Secret Information").
2. Consultant recognizes and acknowledges that the Confidential Trade Secret Information constitutes a valuable, special and unique asset to GSG and GSG's Clients, access to and knowledge of which is essential to the performance of Consultant's duties. Consultant agrees that, except as directed by the GSG or GSG's Client (as such information relates to Client), Consultant will not at any time, whether during or after Consultant's employment with GSG, use or disclose to any person, or allow to be disclosed to any person any such Confidential Trade Secret Information for any purpose other than for the benefit of GSG or GSG's Client (as such information relates to Client).
3. Consultant agrees that upon request by GSG, and in the event of termination of this Agreement, Consultant shall immediately turn over to GSG all the Confidential Trade Secret Information or Work Product in Consultant's possession or under Consultant's control.
4. Under this Agreement, Consultant acknowledges that disclosure of any Confidential Trade Secret Information or breach or threatened breach of any of the covenants or other agreements contained herein would cause irreparable injury to GSG, which injury would be inadequately compensable in monetary damages. Accordingly, GSG shall be entitled to seek and obtain injunctive relief from the breach or threatened breach of any provision, requirement or covenant of this Agreement, in addition to and not in limitation of any other legal remedies, which may be available.

PROPRIETARY INFORMATION: CONFIDENTIAL TRADE SECRET INFORMATION

Applicable to all C2C Consultants of GSG

- 5.1 Each of the parties referred to herein shall keep confidential and protect from unauthorized disclosure by employees, agents or customers, any confidential information or know-how which may be disclosed to it by, or otherwise learned from, the other party, Information shall not be considered confidential if such information can be demonstrated to have been in the public domain prior to its disclosure to the receiving party or to have become part of the public domain by any means other than an unauthorized act of disclosure on the part of the recipient or any of its employees, agents or customers. At GSG's option, it may require The Company's agents and/or representatives to sign a confidentiality agreement substantially along the lines of this subparagraph prior to GSG's disclosure to said employee, agent or representative of any confidential information. In the event of any breach of this subparagraph, the party whose information has been disclosed shall be entitled to such actual damages as have been suffered as a result of the disclosure of confidential information and, as a matter of right, shall further be entitled to apply to a court of competent jurisdiction for such relief by way of restraining order, injunction or otherwise as may be appropriate to ensure compliance with this paragraph.
- 5.2.1 Company recognizes and acknowledges that during the course of this engagement the Company will have access to certain information not generally known to the public or to competitors of GSG, relating to the business of GSG, or any of GSG's Clients, (collectively the "Confidential Trade Secret Information").
- 5.2.2 Company recognizes and acknowledges that the Confidential Trade Secret Information constitutes a valuable, special and unique asset to GSG and GSG's Clients, access to and knowledge of which is essential to the performance of Company's duties. Company agrees that, except as directed by the GSG or GSG's Client (as such information relates to Client), Company will not at any time, whether during or after Company engagement with GSG, use or disclose to any person, or allow to be disclosed to any person any such Confidential Trade Secret Information for any purpose other than for the benefit of GSG or GSG's Client (as such information relates to Client).
- 5.2.3 Company agrees that upon request by GSG, and in the event of termination of this Agreement, Company shall immediately turn over to GSG all the Confidential Trade Secret Information or Work Product in Company's possession or under Company's control.
- 5.2.4 Under this Agreement, Company acknowledges that disclosure of any Confidential Trade Secret Information or breach or threatened breach of any of the covenants or other agreements contained herein would cause irreparable injury to GSG, which injury would be inadequately compensable in monetary damages. Accordingly, GSG shall be entitled to seek and obtain injunctive relief from the breach or threatened breach of any provision, requirement or covenant of this Agreement, in addition to and not in limitation of any other legal remedies, which may be available.