

CONFIDENTIAL INFORMATION & SOCIAL MEDIA POLICY

This policy sets forth the Company's requirements for protecting confidential information and using social media responsibly in connection with Universal Studio Group (USG) productions.

Obligations Regarding Confidential Information

While working on a USG production, you may acquire knowledge of or have access to information of a confidential nature, such that it is not known to the general public, concerning the Company, NBCUniversal Media, LLC, or their subsidiaries or affiliates (collectively, "NBCU"). Such "Confidential Information" includes, but is not limited to:

- (i) Information concerning NBCU's actual or potential business transactions, development plans, or negotiations, as well as any scripts, spoilers, plot lines or twists, show outcomes or any other information you learn about a program that is not public knowledge, including any "behind the scenes" information such as photographs of set or the presence of guest stars on set, and
- (ii) Confidential or sensitive personal information relating to NBCU's employees, performers, guests, or other persons involved in USG productions or business transactions, including Social Security Numbers, credit or debit card numbers, financial account numbers, driver's license numbers or other official identification, medical information, health insurance information, unique biometric data, or account login information.

You agree that you will not at any time, whether during or after your services hereunder, for your own benefit or for the benefit of any other person, corporation, or other third party, directly or indirectly, use, communicate, or divulge any Confidential Information, other than (1) with the prior express written consent of an authorized representative of the Company or (2) as required by law or as ordered by a court of competent jurisdiction. You also agree to deliver promptly to the Company upon its request all memoranda, notes, records, reports and other documents (and all copies thereof) relating to the Company's or NBCU's business which you may then possess or have under your control. Without limiting the foregoing, you acknowledge that the obligations set forth in this policy prohibit you from using Confidential Information for personal profit or the profit of others, such as by betting, trading and wagering based on such Confidential Information, or recommending or suggesting that anyone else do so.

For the avoidance of doubt, information that qualifies as Confidential Information that subsequently becomes known to the general public by means other than a disclosure by you shall no longer be considered Confidential Information. Specifically, you are in violation of this policy should you reveal Confidential Information at any time before it becomes known to the general public.

Publicity & Grant of Rights

You agree not to give any interviews or authorize any publicity relating to the production or your services thereon without the Company's express prior written approval. You hereby knowingly, willingly, voluntarily and irrevocably grant to the Company the irrevocable right to use in perpetuity (i.e., forever) throughout the universe in all media now known or hereafter devised, your name, voice, photograph, actions, likeness, physical appearance and facts about you ("Material") in any manner and in any media whatsoever in connection with the production, the Company, any USG production, or NBCU, including without limitation, in advertising or promotion of the production, the Company, any USG production, or NBCU. Without in any way limiting the foregoing, you agree that the Material may be used in merchandising, commercial tie-ins, "behind the scenes" material, "electronic press kits," and video

releases. You understand that the Company is not obligated to include you in any program or to telecast any program in which you appear or to engage in any other uses of the Material. You waive any rights you may have to review, inspect, or approve any use of the Material or the subject matter(s) raised in any work that may make use of the Material or the nature or content of any use of the Material. Subject to the provisions of any applicable collective bargaining agreement, you hereby acknowledge and fully understand that the grant of rights extended by you to the Company includes the right to use and to reuse the Material, and to authorize others to use and reuse the material, an unlimited number of times.

Social Media Requirements

The Company's expectations regarding your behavior in social media are the same as those that apply to your real-world interactions - most importantly, that you will treat others with dignity and respect and will preserve and protect the Company's Confidential Information. Because social media is designed for sharing, you should expect that your online activity will be seen by others, including those who were not your intended audience. Your social media posts, "likes" and "shares" also can become a durable record that can be viewed years into the future. As someone who works on a USG production, your statements and actions on social media can reflect not only on you personally and professionally, but also on the Company. For these reasons, it is particularly important to take a thoughtful approach and make sure your social media presence, and online presence generally, is consistent with the Company's policies and values.

Act with Respect Online

Whether on personal or corporate social media accounts or in the context of public or private posts or other activities, avoid statements or other activity that:

- discriminates against or harasses others based on any characteristic protected by Company policy or applicable law;
- is bullying, demeaning or threatens, or advocates for violence; or
- would violate the Code of Conduct for Production Personnel or other Company policies.

For further guidance on the Company's expectations, please review NBCUniversal's Respect in the Workplace policy, as well as the Code of Conduct for Production Personnel.

Sharing Company-Related Information

Confidential Information must not be shared via any means, including social media. For example:

- business plans or strategies, financial data, or other information about Company performance;
- material (scripts, set designs, costumes, film, show info, photos, videos, audios, etc.) that belongs to the Company or to others;
- programming, plot points, spoilers, or casting developments;
- behind-the-scenes material (including but not limited to videos or photos) or information related to talent or others appearing on or connected with our content; or
- unpublished news or newsgathering information.

Representing the Company

You must have specific permission to post on any platform on behalf of the Company. If you promote any USG productions or other business efforts on your personal social media accounts, you must clearly disclose your relationship to the Company. You are prohibited from creating any social media accounts that use Company logos, branding, or other intellectual property, or could appear to be an official, Company-related account unless authorized to do so as part of your position within the Company.

Other Behaviors that Impact the Company

Your social media and online behavior sometimes can affect the Company's reputation. Therefore, you should not do anything online that may be considered deceptive, threatening, scandalous or any similar behavior that could reflect negatively on NBCUniversal or its parent or affiliated companies.

Other Social Media Requirements

This policy applies not just to those of us who work on USG productions, but also to anyone who visits a USG production set or location (including but not limited to guests and/or guardians). Moreover, the non-USG production partners we work with may have policies in place regarding social media. To the extent any term of this policy conflicts with an applicable policy of our production partner(s), the terms of this policy shall govern.

The Company reserves the right to review social media activity to monitor compliance with this policy.

Consequences of Violations & Protected Rights

Violation of this policy can result in disciplinary action, up to and including termination. Notwithstanding, nothing in this policy shall prevent you from (1) discussing or disclosing information about unlawful acts in the workplace, such as harassment or discrimination or any other conduct that you have reason to believe is unlawful, (2) discussing or disclosing wages, benefits or other terms and conditions of your employment, (3) filing, or assisting any other person in filing, a charge or complaint with, or cooperating with or participating in an investigation conducted by, the National Labor Relations Board, the United States Equal Employment Opportunity Commission, the Occupational Safety and Health Administration, the Securities and Exchange Commission, or any other governmental agency, (4) communicating with a government agency as protected under various laws, including those protecting whistleblowers, or (5) exercising any other legally-protected rights.

Questions

If you have any questions regarding what data or information would be considered Confidential Information subject to this policy, you agree to contact your Line Producer, EIC, or HR representative for clarification. Similarly, if you are in doubt as to whether you are permitted to share something online or on social media, please discuss it with your Line Producer, EIC, or HR representative before engaging in the conduct.