

COMPUTER SYSTEM ACCESS REQUIREMENTS FOR VENDORS, CONTRACTORS AND SUPPLIERS

A. Definitions.:

“Customer” means a Kaiser Permanente entity purchasing goods or services from Supplier.

“KP” means the integrated health care delivery organization doing business as Kaiser Permanente®, which includes Customer and its affiliates.

“Supplier” means a vendor, contractor or supplier who is providing goods and/or services to a Customer.

B. Requirements. Where access to KP’s computer system is required for performance of Services, Supplier will seek the minimum access required to complete the Services. Supplier will comply with all KP and KP computer system access requirements, whether such access is on-site or off-site. Supplier will ensure that each of its personnel having such access: (i) will be assigned a separate log-in ID by KP and will use only that ID when logging onto KP’s computer system; (ii) will log-off KP’s computer system immediately upon completion of each session of service; (iii) will not knowingly allow other individuals to log-in and access KP’s computer system using the individual ID; and (iv) will treat the ID and all other information that enables such access as Confidential Information. Supplier will immediately notify KP upon termination or reassignment, as applicable, of personnel with access to KP’s computer system so that KP may change access codes for such personnel and take other necessary preventive measures to prevent unauthorized access. If KP revises the requirements for access to its computer system, Customer will notify Supplier in writing of the change or additional requirements, and Supplier will comply with such new requirements as a prerequisite to further access. Supplier will notify all of its personnel who have access to KP’s computer system of KP’s policies regarding computer access. Supplier will be responsible for compliance with such policies by all Supplier personnel performing Services, wherever situated. All Supplier laptop computers and other equipment or devices will have current operating system patches, current virus definitions and weekly updates and scans. Supplier will take commercially reasonable measures to ensure its personnel, computers, equipment and devices do not introduce a virus, harmful code or disabling devices that may damage, interfere with or otherwise adversely affect KP’s computer, database or system.

The computer system requirements set forth herein are subject to change by Customer from time to time to reflect changes in Customer’s computer system requirements for its employees and suppliers.