

PRIVACY NOTICE

VISITORS TO GKN AUTOMOTIVE PREMISES

1. Who is the data controller?

“**The Company**”, being the GKN Automotive company that mainly occupies the site that you are visiting is the controller of your personal data. The Company is part of “**GKN Automotive**” which in this notice means the Company and those Affiliates of the Company which together form the GKN Automotive business, however named or constituted from time to time. In this notice an “**Affiliate**” means a company which directly or indirectly controls, is controlled by or is under common control with, the Company.

2. What personal data do we collect and how?

We collect limited information directly from you, principally, name and business contact details. We may also receive information as a result of background or screening checks, from our business partners or from regulatory or governmental authorities.

3. What will we do with your personal data?

We collect and use personal data relating to you for:

- Business necessity: including job title and business contact details.
- Regulatory compliance: complying with relevant laws and regulations in the countries where GKN Automotive operates.
- Preventing and detecting crime (including fraud) and other wrong doings: including data captured through CCTV and monitoring location of visitors, vehicles and GKN Automotive assets on our sites.
- Due diligence: including screening visitors against official watch-lists and sanctions lists issued by governments and other official bodies globally where this is appropriate because of the nature of the business carried on at the site you are visiting (for example, at sites where parts used by governmental authorities are produced).
- Evidential purposes: including collection and storage of personal data for the purpose of any investigation into any wrongdoing or any legal claim brought (or likely to be brought) by or against GKN Automotive.

We use your information because it is in our legitimate interests or we have a legal obligation to do so. You have the right to object to our use of your personal data where we do this only on the basis of our legitimate interest. However, we do not have to stop processing personal data where we have compelling grounds that override your interests, or where we need to process your data in order to establish, exercise or defend legal claims. If you have any objections please contact us (details below).

We ask you for your personal information as a condition of visiting our site. If you do not provide us with the information needed we may decide to refuse entry to our site.

4. Will we share your personal data with someone else?

Your personal data may be transferred to professional advisors or other third parties who are used by us to perform processing activities or where we are legally obliged to disclose your personal data.

This may include disclosure of your personal data to persons who are located in countries that are not deemed to provide a similar level of protection for individuals' rights in relation to their personal data as in the European Economic Area (EEA).

If your personal data is transferred to an external service provider, your information will be covered by a data processing agreement that contains obligations to protect your personal data, and if information is to be transferred outside the European Economic Area, the agreement contains clauses approved by the European Commission. Further information is available if you contact us (details below).

5. For how long we will process your personal data?

We will process your personal data for as long as necessary to deal with any legal issues that may arise regarding your relationship with us. This period will be determined by local regulatory requirements and is set out in local retention procedures that are set by the Company that hosts the site you are visiting. Further information is available on request from us (details below). Information that is no longer needed will be securely deleted.

6. What rights do you have in relation to your personal data?

You have a number of rights in relation to your personal data. These include the right, subject to exceptions, to:

- access your personal data
- request the rectification or erasure of your personal data
- request restrictions on the processing of your personal data
- object to our processing of your personal data

Please contact us (details below) if you wish to exercise any of these rights.

7. What to do if you have any queries?

If you have any questions about the way we process your personal data, you should contact:

The General Counsel
GKN Automotive
2100 The Crescent
Birmingham Business Park
Birmingham
West Midlands
B37 7YE
United Kingdom

You also have the right to complain to The Information Commissioner's Office. You can do this by contacting 01625 545 745.