

General Dynamics Bath Iron Works CALIFORNIA RESIDENT JOB APPLICANT PRIVACY NOTICE (Compliant with CCPA & CRPA)

General Dynamics Bath Iron Works Corporation (BIW) is committed to complying with the California Consumer Privacy Act (“CCPA”) effective January 1, 2020 and as amended by the California Privacy Rights Act (“CPRA”) effective January 1, 2023, and with all other data privacy laws in the jurisdictions in which it has employees. Applicants, employees, emergency contacts and beneficiaries with disabilities may access this notice in an alternative format at gdbiw.com/careers under the heading “Other Information.”

As part of any recruitment and onboarding processes, General Dynamics Bath Iron Works Corporation (BIW) collects and processes personal data relating to job applicants and new employees. BIW is committed to being transparent about how it collects and uses that data and to meeting its data protection responsibilities.

What information does BIW collect?

BIW collects a range of information about you. This includes:

Identifiers and Personal Information: legal name, alias name, signature, current and past addresses; email address, telephone and cell phone numbers; Social Security number, driver’s license number or state identification card number; passport number, or other similar identifiers; date of birth, marital status, birth location, country of citizenship; education, licenses and certification history; employment history, medical information, names of relatives employed by the Company; military and government service information; names and contact information of references provided at the time of application; and invention disclosures (if any).

Protected Class/Special Categories of Information: gender, race/ethnicity, disability status, and veteran status.

Health Information: medical history information, job restrictions and medical limits; substance abuse testing; and other information to determine reasonable accommodations during post offer onboarding process.

Criminal Background and Consumer Credit Report Information: personal identification information (see above), copies of identity documents, gap or travel activities, publicly sourced information (e.g. media or online information), driver’s license and status, including driver history and expiration date; opinions from references provided, civil court records, sanctions with professional bodies, criminal history; financial information such as credit history, bankruptcy, financial judgments or tax information; appearance on global sanctions or terrorist watch lists and/or restricted-denied party screening; driving records, penalties and restrictions.

Emergency Contact Information: name and contact information and relationship to employee.

BIW will collect the above information through several means. For example, data might be contained in application forms; resumes; writings samples; obtained from your passport, driver’s license, or other identity document; collected through in person or telephonic interviews and/or during the new employee onboarding process.

BIW may also collect personal data about you from third parties, such as former employers or references supplied by former employers. In addition, BIW conducts a standard background check of applicant(s) prior to extending a job offer.

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Data will be stored in a range of different places, including on your digital and paper applicant record, in HR management systems (paper and digital) and other electronic or digital systems (including email).

Some category information listed above may overlap with other categories and may be collected during the application process and/or to onboard new employees prior to their start date to comply with applicable laws.

Why does BIW process personal data?

BIW needs to process data to take steps prior to entering into an employment relationship with you..

In some cases, BIW will need to process data to ensure that it is complying with its legal and contractual obligations. For example, it is mandatory to check an offeree's eligibility to work in the U.S. before commencing employment and when the U.S. Navy requires BIW to obtain clearances for employees working on certain projects involving classified information.

BIW collects emergency contact information from its employees in order to contact the designated emergency contact in the event of an emergency.

BIW has a legitimate interest in processing personal data during the recruitment process and for keeping records of the process. Processing data from job applicants allows BIW to manage the recruitment process, evaluate and confirm an applicant's qualification for employment and decide to whom to offer a job. BIW may also need to process data from job applicants to report to regulators or defend against legal claims.

BIW may process special categories of data, such as information about veteran, disability, race/ethnic origin and gender status to monitor recruitment statistics. BIW may also collect information about whether or not applicants are disabled to make reasonable accommodations for applicants who have a disability. BIW processes such information to carry out its obligations in relation to employment.

If your application is unsuccessful, BIW will keep your personal data on file to allow for reporting to regulators and to defend against legal claims. If you agree, BIW will keep your information in an active status in case there are future employment opportunities for which you may be suited; BIW will ask for your consent before it keeps your data for this purpose and you are free to withdraw your consent at any time.

Who has access to data?

Your information may be shared internally for the purposes of the recruitment process. This includes members of the Human Resources and Employment Departments, interviewers involved in the recruitment process; Vice Presidents, directors, managers and supervisors in the business area with a vacancy; and Medical Department and Information Technology staff if access to the data is necessary for the performance of their roles.

BIW may share your data with former employers for the purpose of obtaining references for you, and a third-party background check provider to obtain necessary background checks prior to extending an offer of employment. Otherwise, BIW will not share your data with third parties, unless your application for employment is successful and BIW makes you an offer of employment or BIW is required to do so by law.

How does BIW protect data?

BIW takes the security of your data seriously. BIW has internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by specific employees based upon their roles and in the proper performance of their duties.

How long does BIW keep data?

If your application for employment is unsuccessful, BIW will keep your data on file for (3) three years after the end of the particular recruitment process for the position to which you have applied (the date the job is filled). At the end of that period, or once you withdraw your consent, your data will be removed from active consideration. BIW retains information about unsuccessful applicants for longer periods of time to create reports for regulators and to defend against legal claims.

If your application for employment is successful, personal data gathered during the recruitment process will be transferred to your Human Resources personnel file (these may be digital or paper based) and retained during your employment. The periods for which your data will be held will be governed by BIW standard procedures related to employees.

Your rights and responsibilities:

As an applicant you are a data subject with a number of rights. For example, you can:

- access and obtain a copy of your data on request;
- require BIW to change incorrect or incomplete data;
- require BIW to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing; and
- object to the processing of your data where BIW is relying on its legitimate interests as the legal ground for processing.

If you would like to exercise any of these rights or believe that BIW has not complied with your data protection rights, please contact Allyson B. Coombs at cajaprivacy@gdbiw.com or by calling 1-800-453-0604.

The applicant and/or new employee is responsible for providing a copy of this Privacy Notice to the employee's emergency contacts and beneficiaries prior to disclosing their personal information.

What if you do not provide personal data to BIW?

You are under no statutory or contractual obligation to provide data to BIW during the recruitment process. However, if you do not provide the information, BIW may not be able to process your application properly or at all. In such cases, you will not be eligible for employment with BIW.

Other **BIW Privacy Notices** can be found at www.gdbiw.com/privacy.