

GENERAL DYNAMICS

Bath Iron Works

General Dynamics Bath Iron Works Visitor (Facility and System Access) Privacy Notice

General Dynamics Bath Iron Works Corporation (BIW) collects and processes Personal Data from those seeking to visit its facilities or gain access to BIW's information technology systems. BIW is committed to being transparent about how it collects and uses that data and to meeting its data protection responsibilities. This document is designed to provide a high level overview of BIW's efforts. Additional information may be requested as noted below.

What information does BIW collect?

BIW collects a range of information about you. This information may include:

- Your identity (*e.g.*, last name, first name, middle name, suffix, race, gender, date of birth, city of birth, state of birth, country of birth, citizenship status, weight, height, hair color, and eye color);
- Your contact information and a contact in the case of an emergency;
- Employment information;
- Information about criminal convictions and civil infractions;
- Information to enable your use of BIW's information technology systems (*e.g.*, external IP address and computer asset number).

In principle, no Personal Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, or the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning your health or sex life or your sexual orientation are collected or processed by BIW. However, racial or ethnic origin Personal Data will be collected and processed by Bath Iron Works Corporation as part of its security protocols. (Union membership data will be processed for employees.)

Further, health-related Personal Data may be collected and processed by BIW to the extent BIW is required to do so in order to respond to emergencies, report injuries, and manage safety.

How does BIW collect and store data?

BIW may collect this information through several means. For example, data might be collected on BIW standard forms; obtained from your passport, driver's license, or other identity documents; or collected through in-person or telephonic interviews. In addition to collecting data from you directly, BIW may also collect Personal Data about you from third parties, such as employers, references supplied by you, law enforcement, or court records.

Data will be stored in different media (paper and digital) and in various places, including procurement management systems (paper and digital), and other electronic or digital systems (including email).

GENERAL DYNAMICS

Bath Iron Works

Why does BIW process Personal Data?

BIW has a legitimate interest in processing Personal Data in furtherance of national security and BIW's own facility and systems' security.

Pursuant to its contracts with the Navy, BIW is required to have a Plant Protection Program, which includes establishing and maintaining a personnel identification system, controlling visitor access to the facility, and controlling the receipt and removal of property from the facility; and in order to sponsor employees who have "clearances," BIW must agree to provide and maintain a system of security controls within the organization in accordance with other requirements. To fulfill its obligations, BIW collects information from those planning to visit BIW's facilities, who do visit, or who wish to access BIW computer networks while on-site or remotely.

Navy contracts require BIW to restrict access to vessels to U.S. citizens only, and to have a robust access and security plan to protect Navy property and classified and sensitive information within BIW's control. Thus, BIW severely restricts access to its main shipyard to U.S. citizens and heavily monitors foreign visitors at its other facilities as well. Furthermore, as a defense contractor, BIW maintains stringent cybersecurity.

Additionally, BIW collects information for other practical reasons, such as for insurance purposes, for statistical reporting purposes, to make it easier for visitors to log in the next time they come to the office, and to keep an accurate emergency evacuation list.

Who has access to data?

Your information may be shared internally for the purposes of arranging for your visit. This includes access by members of the Procurement Department, Industrial and Information Security Teams, and employees and supervisors in the business area where you will be visiting.

BIW may share your data with the United States Navy or others in the Department of Defense, Defense Counterintelligence and Security Agency, other regulators, law enforcement, BIW's parent company, or to comply with a legal obligation. Unless there is an official or business purpose, or legal obligation, BIW will not share your data with third parties, unless you authorize BIW to do so.

GENERAL DYNAMICS

Bath Iron Works

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. When BIW contracts with third parties to process data, it requires appropriate information protection safeguards. As effective as the reasonable security measures implemented by BIW may be, however, no physical or technological system is impenetrable. We cannot guarantee the security of servers, applications, or databases, nor can BIW guarantee that information you supply will not be intercepted while being transmitted to BIW over the internet.

How long does BIW keep data?

BIW will keep your data in an active file for (3) three years after your last visit or request to visit BIW. At the end of that period, your data will be removed from the active file. BIW retains information about all visitors for longer periods of time to create reports for regulators and law enforcement, and to defend against legal claims.

Your Rights

You may have certain rights regarding the personal information BIW holds about you, subject to local, state, or international law. These may include the rights to access, correct, delete, restrict or object to BIW's use of, or receive a portable copy in a usable electronic format of your personal information. You also may have a right to lodge a complaint with your local data protection or privacy regulator.

BIW is committed to working with you to obtain a fair resolution of any complaint or concern about privacy. If, however, you believe that BIW has not been able to assist with your complaint or concern, you may have the right to make a complaint to the data protection authority of your country of residence or regulator in your state.

What if you do not provide Personal Data to BIW?

In most cases, you are under no obligation to provide data to BIW during your visit. However, if you do not provide the information, BIW will not admit you to its facilities and/or provide access to requested systems.

In such cases, you may be unable to fulfill contractual obligations, view/inspect/tour the facilities, or access BIW's systems.

If you are seeking more information or have questions about how BIW collects, manages, and processes your data, please contact Charles Griebel, Information Security Officer, at visprivacy@gdbiw.com

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