

GENERAL DYNAMICS

Mission Systems

PRIVACY NOTICE FOR CALIFORNIA RESIDENTS

This PRIVACY NOTICE FOR CALIFORNIA RESIDENTS applies solely to job applicants and employees of General Dynamics Mission Systems, Inc., and its managed affiliates ("GDMS") who reside in the State of California. We adopt this notice to comply with the California Consumer Privacy Act of 2018 ("CCPA") and other California privacy laws. Any terms defined in the CCPA have the same meaning when used in this notice.

Personal Information GDMS Collects

The following personal information may be collected from you, processed, and stored as part of the personnel record GDMS holds on you:

- Your identity: to include last name, first name, maiden name; date of birth; sex; home address; home telephone number; home email, name and telephone number of a contact in case of emergency; passport number and related materials for processing of residency or other immigration status; driver's license number; work permit number; social security number (only as required for payroll, benefit and insurance purposes); country of birth and nationality; bank account details; employee identification number; and, if any, as required for GDMS to comply with its legal duty; your disability and veteran status; marriage certificates and banking loan information for processing for relocation matters; and personal banking information for processing of payroll. When visiting the GDMS website, the collection and use of your data, including IP address, depends on the context of your interactions, your privacy settings, and information you submit. This category of personal information may be collected for Uses 1, 2, 5, 6, 7 and 9 below.
- Family status: to include marital status; last name, first name and date of birth of your spouse or partner (should you and your spouse or partner wish to be added to your insurance); last name, first name, and date of birth of your children (should you wish to add them to your insurance); insurance information; retirement account information; passport number and related materials for processing of residency or other immigration status; school forms for local school enrollment or tuition payments. This category of personal information may be collected for Use 1 below.
- Employment terms and conditions: to include offer letters; part-time or full-time job; hire date; termination date; division; department; reporting structure; job title; pay grade; work telephone number and work email address; job description; salary schedule and other compensation elements; participation incentive or retention bonus plans, participation in and elements of awards under the executive compensation plan; related payments; actual working hours or shift time; retirement fund contribution; tax and source tax deductions; absence management (in particular sick leave, leave of absence, family leave, parental leave; and paid holidays); and personnel representative status. This category of personal information may be collected for Uses 1-11 below.
- Education and development: to include diplomas and training certificates held; languages and proficiency; curriculum vitae detailing your work experience and, if applicable, military

experience (but not the reasons for deferment or rejection from the military service, if any); continuous training; mobility situation and management of career development actions; performance evaluations; training programs completed. This category of personal information may be collected for Uses 1, 3, 4, 5, 6 and 8 below.

- Data collected through the Ethics Helpline or Dispute Resolution Process: You or a complainant can submit complaints or inquiries to the General Dynamics Mission Systems Ethics Helpline or Dispute Resolution Process. The following personal information may be collected: last name, first name, job title, and contact information of the person who contacted the compliance Helpline (the complainant); last name, first name, job title, and contact information of the person who is the subject of the communication to the Helpline; last name, first name, job title, and contact information of the person(s) involved in the collection and processing of the complaint; alleged facts reported by the complainant; follow up required to verify the alleged facts; and information obtained or created in connection with reporting the complaint. This category of personal information may be collected for Uses 6, 7, 9, and 10 below.

For purposes of this notice, Personal information does not include:

- Publicly available information from government records.
- De-identified or aggregated consumer information.
- Information excluded from the CCPA's scope, like:
 - Health or medical information covered by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the California Confidentiality of Medical Information Act (CMIA) or clinical trial data;
 - Personal information covered by certain sector-specific privacy laws, including the Fair Credit Reporting Act (FRCA), the Gramm-Leach-Bliley Act (GLBA) or California Financial Information Privacy Act (FIPA), and the Driver's Privacy Protection Act of 1994.

As described below, personal information about you is collected, processed and stored within the context of your role as an employee of GDMS and for uses related to your employment with GDMS.

Use of Personal Information

Where it is necessary, we use your personal information to help ensure lawful and effective personnel administration, for the following business purposes:

- **Use 1-** Payroll, Benefits, and Insurance: Personal information is used to administer the salaries, benefits, and insurance that you receive, including annual merit increases, any other salary adjustments, annual bonus payments and retirement plan management, including other benefits provided to retirees; income tax; and social security withholdings.
- **Use 2-** Travel Arrangements and Business Expense Processing: Personal information is used to make travel arrangements and to process business expenses associated with business travel; to process business expenses associated with approved coursework, books and periodicals, and training; to process business expenses associated with approved business.
- **Use 3-** Performance Review and Management: GDMS uses personal information to facilitate personnel performance management and career development, notably through annual performance appraisals; annual salary reviews, and; if any, disciplinary measures.

- **Use 4-** Succession Planning and Leadership Development: Personal information may also be used for succession planning and leadership development of employees.
- **Use 5-** Administration of Executive Compensation Program or Other Similar Employee Equity Plan: Personal information may be used in the administration of the executive compensation program or other similar employee equity plan.
- **Use 6-** Legal Obligations: We also use your personal information to comply with our legal obligations, such as income tax and social security withholdings; disability and family leave obligations; Department of Labor and other agency reporting obligations; or cooperation with courts, including civil actions, and with law enforcement agencies in legal investigations regarding suspected criminal activities or other suspected illegal activities. Subject to local law requirements, GDMS may use your personal information to protect our legal rights or support any claim, defense or declaration in a case or before any jurisdictional and/or administrative authority or arbitration or mediation panel, in the context of disciplinary actions/investigations or of internal or external audit and inquiries.
- **Use 7-** Security: Some of your personal information is collected and processed for security purposes including office access and IT resources access. Personal information may be collected in the course of IT resources security procedures, including security penetration tests, for which IT experts will try to access our system to find any security breaches. IP address data collected by GDMS may be shared with the GDMS IT Security Team when we believe disclosure is necessary or appropriate to prevent physical harm, financial loss, or in connection with an investigation of suspected or actual illegal activity.
- **Use 8-** General Management and Human Resources Administration: Personal information may also be used for administration purposes, including employee feedback through the use of employee surveys and contacting employees; administration of email systems and company directories; assignment of offices and other GDMS equipment; assignment of identification badges; and evaluations performed for purposes such as headcount, diversity and inclusion measures and overall corporate programs to promote an optimal workplace. Personal information may also be used for GDMS' planning and budgeting; financial reporting; corporate reorganizations; outsourcing; restructuring; and acquisitions and divestments. Personal information may also be used for human resources administration such as to obtain feedback from personnel about GDMS and the work-life environment, so as to identify areas where the organization can improve and related matters.
- **Use 9-** Reporting: Personal information may be collected through the compliance Helpline implemented by General Dynamics Corporation as a means of allowing employees to report allegations related to the following matters, or other areas of concern: accounting, internal accounting controls, auditing matters, bribery, banking and financial crime; facts affecting the vital interest of GDMS; or issues related to employees' physical or moral integrity. The collected personal information may be transferred to General Dynamics Corporation located in Reston, Virginia USA in the event that the message received through the reporting system may affect substantially the legitimate interests of General Dynamics Corporation, GDMS or any of their affiliates.
- **Use 10-** Monitoring: We will only monitor your use of GDMS IT Resources in accordance with applicable statutory requirements (including, if applicable, notification of relevant authorities).
- **Use 11-** Performance in Your Job at GDMS: To assign a workspace, office, computers, other GDMS equipment, to keep track of the individuals to whom the equipment is assigned, and to enable access to GDMS' IT systems and applications, including third party applications used to perform your job.

In order to complete some or all of these uses, GDMS may share personal information with service providers. Unless required by law, authorized by you or as necessary to perform the business purpose for which the service provider has been provided personal information, service providers have agreed to not further collect, sell or use the personal information shared with them.

Privacy Policy

GDMS does not sell, rent, trade or otherwise disclose the personal information of our employees, except as described herein and in the below referenced Privacy Policy. The GDMS Privacy Policy can be found at:

<https://gdmissionsystems.com/en/about-us/privacy-policy>

Rights for California Residents

The CCPA gives California residents the following rights with respect to their personal information:

- **The Right to Know**
 - The right to know what personal information GDMS has collected about you, including the categories of personal information, the categories of sources from which the personal information is collected, the business or commercial purpose for collecting, selling, or sharing personal information, the categories of third parties to whom GDMS discloses personal information, and the specific pieces of personal information GDMS has collected about you. GDMS does not share your personal information with any third party.
- **The Right to Delete**
 - The right to delete personal information that GDMS has collected from you, subject to certain exceptions.
- **The Right to Correct**
 - The right to correct inaccurate personal information that GDMS maintains about you.
- **The Right to Opt-Out of selling or Sharing Personal Information**
 - GDMS does not sell or share your personal information.
- **The Right to Limit the Use or Disclosure of Sensitive Personal Information**
 - If GDMS uses or discloses sensitive personal information for reasons other than those set forth in CCPA section 7027, subsection (m), the right to limit the use or disclosure of sensitive personal information by the business.
- **The Right to Not Receive Discriminatory Treatment**
 - The right to not receive discriminatory treatment by GDMS for the exercise of privacy rights conferred by the CCPA, including an employee's, applicant's, or independent contractor's right not to be retaliated against for the exercise of their CCPA rights.

Exercising Your California Privacy Rights

Data Privacy Requests

- If you have questions relating to GDMS privacy policy or practices, or wish to submit a data privacy request, contact us using the information below. We process requests and enable individuals to fulfill their data privacy rights consistent with the CCPA. These rights include,

but are not limited to, the right to access, correct, delete, and opt-out of data processing. These rights are dependent upon other considerations, such as the scope of applicable data privacy laws and the legal obligations of GDMS. As such, our fulfillment of these data privacy rights is a guarantee of a process, not of an outcome. When responding to a data privacy request, we will:

- **Verify:** We will verify the identity of the requestor prior to a response being provided. Only you, or a legally authorized agent acting on your behalf, may make a verifiable request for your personal information. Requests may only be submitted twice within a 12-month period.
- **Respond:** Upon verification, we will provide a response to the requestor without undue delay and within all regulation-specific timeframes
- **Provide Reason:** If we cannot or will not fulfill a request, the requestor will receive a response identifying the reason(s) and any additional steps available, including the right to appeal, if applicable

How to Submit a Request

For questions or to request additional information regarding this Privacy Notice, please contact the General Dynamics Mission Systems Data Privacy Officer.

Email: dataprivacy@gd-ms.com

Calling us at: 1-877-449-0600 (available 7 days/week, 24 hours/day)

Mailing Address:

General Dynamics Mission Systems

ATTN: Legal / Data Privacy Officer

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Chantilly, VA 20151