

PHOTOGRAPHY APPROVAL FORM

PRIVACY NOTICE

The following definitions apply in this Privacy Notice

The "Group" means any company that is directly or indirectly: owned by, controlled by, or controls GKN plc

If you agree, we will store information that you have provided us and photographs of you (Data) for use in publications both internally within the Group and externally to the public, throughout the world for commercial or non-commercial purposes and in all types of media, including hard copy and electronic. We will process your personal information on the basis of the consent that you give in this form.

We may need to transfer the Data to a Group company or to a third party publisher, printer, website host, marketing agency or similar organisation, which may be located outside of the European Economic Area (EEA), and may be in a country which does not have similar protection for individuals' personal information as the EEA. If your personal data is transferred to a Group company or to an external service provider that processes data on our behalf in such a country, your information will be covered by a data transfer agreement in a form approved by the European Commission. Further details may be obtained from the contact details below.

If you agree to the inclusion of your information or photographs in **published** materials, they may ultimately be transferred to any recipient in any country, including countries which do not have similar protection for individuals' personal information as the EEA.

We will store the Data for a period of 3 years from the date on this form. However your Data may remain in published copies of publications held outside the Group for an indefinite period.

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

- access them or any part
- request the rectification or erasure of them or any part
- request restrictions to the use of them or any part
- request a copy of the information that you have provided to us (but not the photographs that we have taken) in a portable format (from 25 May 2018)

We will always obtain consent from individuals who are the main focus of a photograph. Further details will be provided in a consent form that will be provided when the photograph is taken or when you register to attend an event where photographs may be taken.

You may contact us at the following address if you wish to exercise any rights or withdraw your consent (see below):

The Company Secretary
GKN plc
11th Floor,
Colmore Building,
Colmore Circus Queensway,
Birmingham
B4 6AT

Or by email at: joff.crawford@melroseplc.net.

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