

# Rexnord Corporation Workforce Privacy Notice

Effective: June 1, 2020

## Introduction:

This Workforce Privacy Notice ("**Workforce Notice**") is intended to explain our practices regarding the collection and use of personal information about members of the Rexnord Corporation ("**Rexnord**") workforce in the USA ("**Workforce Personal Information**"), as described in more detail below.

## Categories of Workforce Personal Information:

We collect and process the following categories of Workforce Personal Information:

- **Identifiers**, including employee/staff ID, name, address, photograph, phone number, email address, government identification numbers, citizenship/residency information, date of birth, ethnicity, family-related data (e.g., marital status, information on family members), Internet Protocol (IP) address;
- **Biometric Information**, including finger or thumb scans as well as facial recognition photographs
- **Characteristics of protected classifications**, including race, gender, ethnicity, disability information (if provided voluntarily), maternity leave information, military and veteran status, medical conditions;
- **Internet and other electronic network activity information**, including location information, communication information, user ID and passwords used by an employee to access Rexnord's premises, computer or telecommunications network; device location information of the desktop, laptop or other devices used by or on behalf of an employee to access Rexnord's computer or telecommunications network onsite or through a remote connection and computer usage information related to your use of company equipment, systems, and other resources;
- **Professional or employment-related information**, including tax information, bank account or other similar account where employee salary and other work related payments are deposited, expense reports and the related credit card statements, pension plans and related information, health insurance and claims, worker's compensation insurance and claims, your life insurance and other insurance and claims (including information about you and your dependents that we provide to the insurer), disability information, previous employment, worker status, organization information, compensation information, payroll information, performance and talent information, employment background, functional experience, leadership experience, honors or awards, background information commonly used for security screenings, details of grade and job duties; absence records, including holiday records and self-certification forms, qualifications, evaluations, developmental planning, career interest and development information, business travel data; details of any disciplinary investigations and proceedings and other talent management and team based assessments;
- **Education information**, including education, training, qualifications, and certifications;
- **Health Information**, limited to symptoms indicating a SARS-CoV-2 (Covid-19) infection or other pandemic diseases that require specific security measures in our workplaces; and
- **Other information**, including sick day information, work-related accidents information, monitoring information, CCTV, audio recordings, photographs, and any other information reasonably necessary for us to carry out our legal or regulatory obligations, as well as volunteerism and charitable giving.

## How We Use Workforce Personal Information:

We use Workforce Personal Information to administer the work-force relationship, including to:

- Provide compensation;
- Administer and provide applicable benefits and other work-related allowances;
- Administer the workforce;
- Comply with applicable laws and labor-related requirements;
- Monitor and ensure compliance with applicable law and regulatory requirements as well as applicable policies and procedures, including those related to diversity and inclusion;
- Perform and administer the compliance hotline;
- Communicate with workforce members;
- Communicate with designated contacts in the case of an emergency;
- Respond to and comply with requests and legal demands;
- Comply with corporate financial responsibilities;
- Manage corporate information technology;
- The health information will be used for the purposes of reducing the risk of transmission of epidemic or pandemic diseases (such as Covid-19) in the workplace;
- The biometric information will be used for managing time and attendance, and access to facilities;
- Conduct security screenings to the extent permitted by law; and
- Conduct other activities needed for legitimate business purposes.

**Questions:** Questions regarding this notice should be directed to [dataprivacy@rexnord.com](mailto:dataprivacy@rexnord.com).