



## **ACKNOWLEDGEMENT OF BIOMETRIC POLICY AND CONSENT FORM**

During your employment or engagement with Dohrn Transfer Company, you may use biometric equipment, devices, systems or software ("Device") that utilizes a scan of your finger, hand, face, retina, or iris or your voiceprint to record your time worked, for secure entry or exit, for security or for safety monitoring, to unlock or use the Device, or for other business purposes. This policy explains how Dohrn collects, stores, uses, discloses and destroys a scan of your finger, hand, face, retina, or iris or your voiceprint for such Device in compliance with the Illinois Biometric Information Privacy Act, the Texas Capture or Use of Biometric Identifiers Act, the Washington Biometric Privacy Law, the California Privacy Rights Act or other applicable law and supplements any prior communications and policies that relate to this subject.

### **Conversion of Your Scan into an Unrecognizable Mathematical Representation**

The first time you use a Device, it may collect a scan of your finger, hand, face, retina, or iris or your voiceprint and convert it into a template or mathematical representation, which is a string of alphanumeric characters such as 72E&7F#AD4CA@AB532B\*4DA\$6A338! ("Mathematical Representation"), which may then be stored on the Device or housed on a server. Subsequent scans of your finger, hand, face, retina, or iris or your voiceprint may be compared to your collected, stored Mathematical Representation as a verification process.

### **Retention and Destruction of Your Mathematical Representation; No Unauthorized Disclosure**

Your Mathematical Representation may be housed on Devices and/or servers that are maintained and secured by Dohrn or a third-party vendor. Dohrn and its vendors treat your Mathematical Representation as confidential and sensitive information and exercise reasonable care to protect it from disclosure to unauthorized third parties. Your Mathematical Representation will be timely destroyed by Dohrn and/or its vendors when the initial purpose for collecting or obtaining it has been satisfied or within three years of your last interaction with Dohrn, whichever occurs first, unless a longer retention period is required, or in accordance with applicable law.

Dohrn and its vendors will not sell, lease, trade or otherwise profit from your Mathematical Representation. They will not disclose your Mathematical Representation unless required by law; the disclosure completes a financial transaction authorized by you or your legally authorized representative; or you otherwise consent to the disclosure.

If Dohrn or its vendors service the Devices or servers, you consent to disclosing your Mathematical Representation or otherwise giving them access to it to effect the repair, maintenance, upgrade or change, or to destroy your Mathematical Representation.

If you have any questions or concerns regarding this policy and consent form, you will promptly communicate your questions or concerns in writing to Human Resources. You acknowledge that this policy is available to you, and the public, at any time at <https://www.dohrn.com/privacy>.

### **Truck Event Recording Devices With Identity Blurring**

In certain terminals, Dohrn uses event recording devices in its trucks to collect basic video footage of the road and its drivers, to measure vehicle movement (abrupt braking, rolling stops, swerving, and speeding), and track GPS location to coach drivers on risky driving behaviors, to improve driver safety, to reduce accidents, and to defend against accidents caused by other drivers. Dohrn's event recording devices do not record audio, only video footage. They do not use Face ID or scan facial geometry. To further address any privacy concerns, Dohrn deploys an "identity blurring" feature which blurs the faces of the truck's drivers and passengers. While driving you must wear a seatbelt. You may not deactivate your truck's event recording device or block or cover up the event recorder, which

stops recording 10 minutes after the truck is turned off. Violating these rules will subject you to discipline, up to and including termination of employment. To the extent any Mathematical Representation is collected by the event recorder, you consent to Dohrn's and/or its Vendors' collection, storage, use, disclosure and destruction of your Mathematical Representation, including any data that is deemed to be biometric identifiers or biometric information.

**ACKNOWLEDGMENT:**

By signing below, I acknowledge that I have read Dohrn's policy, understand it, agree to abide by it and voluntarily consent to Dohrn's and/or the Vendors' collection, storage, use, disclosure and destruction of my Mathematical Representation, including any data that is deemed to be biometric identifiers or biometric information, effective the first date I used the Device or event recording device.

\_\_\_\_\_  
Employee Signature                      Date                      Printed Name