

### PRIVACY OF COMPANY'S GUESTS

BTL Ltd. (hereinafter: "**The Company**") wishes to clarify and explain its guests <sup>1</sup>the policy pertaining the collection, processing, transfer and protection of private information, while protecting the privacy of the guest.

For your information, at the end of this document, there is a reference to the global procedures of the Raytheon Technologies Corporation (collectively, "RTX"), BTL's Parent Company and which guide the company on the aforesaid subjects.

# **Information the Company collects from its Guests**

The personal information that the Company collects is subject to applicable legal requirements of the state of Israel. The company collects the following information:

- First and family names;
- Basic identification information, such as date of birth, gender;
- Work contact information, including telephone number, facsimile number, email address, pager number, mailing address, and work location;
- Company name(s), company location(s), company address(es), and country
  of incorporation in which the guest is employed
- Third party payment and invoice-related information;
- Information that may be required for international trade compliance regulations, to which the Company is obligated, to permit your access to certain technologies or other information related to a particular assignment or visit as required by applicable law;
- Government-issued identification numbers (photocopy of the identification card and/or photocopy of the passport and/or photocopy of the driver's license);
- Vehicle number;
- Travel information including itinerary, accommodation location of Company guests from abroad;
- Professional qualifications to serve as a vendor licenses, certifications, authorization to perform a certain job;
- Visitor information, including time, date, and location of visits, information regarding a vehicle for parking purposes. Photographs if provided by the guest
- Surveillance cameras footage.

As well as any other information provided by the guests.

Because this Notice covers a wide variety of situations, there may be data elements listed above that do not apply to your specific situation

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<sup>1</sup> A guest at the Company is anyone who visits the Company and is not a member of the Company's employee staff, including inter alia, customers, suppliers/ contractors, service providers, visitors, etc.



### The goal of the collection and the use of the information

The goals of collecting and storing information include inter alia, supporting of a contract with you or your employer; fulfilling our legal obligations; monitoring all the visits in the Company area for security purposes; conducting internal and external audits and investigations.

The Company undertakes to protect the information and to make reasonable use thereof as is required for the purposes for which it was stored. Where possible, the Company will provide you with the opportunity to decide whether or not to provide your Personal Information.

The Company will not share your personal information outside the RTX of companies, except for:

- As part of ongoing business conduct and commitment to our legal obligations.
  The company is using external vendors such as service providers,
  consultants, and contractors. As part of these engagements, the company
  may transfer parts of the information to third party, while keeping information
  privacy. The information will be transferred only for the purpose for which it
  was collected and stored, under strict supervision and providing internal
  authorizations as needed.
  - The third party may reside in a foreign country and/or transfer the information outside the country of your residence. The company will transfer the information in compliance with the applicable Israeli regulation and RTX policy.
- Compliance with legal requirements;, including but not limited to in response to a legitimate legal request from law enforcement authorities or other government regulators.
- Conducting internal or external investigations, incl. financial or legal audits, etc.

Company shall operate according to the provisions of the Israeli law regarding any requirement of information registration as a database in the relevant Israeli authority.

#### **Retention of Personal Information**

The Company retains personal information for the length of time required to fulfill the purpose for which it was originally collected and for any additional period as required by applicable law or regulation, legal, administrative or arbitration proceedings, or audit requirements.

### The right to review the information

Every guest has the right to access the information that was gathered regarding them, subject to Company's discretion as well as reasonable and proportional limitations and constraints existing in law or regulation.

Please note, a guest may not be able to view information gathered regarding them if it violates the privacy of other guests.



If you wish to access, correct or update your personal information, or if you have questions about Company's privacy practices in general or if you have a complaint, please reach out to:

1. Ethics and Compliance Officer in charge of Data Privacy at the Company <a href="mailto:privacy@btl.co.il">privacy@btl.co.il</a>

or

2. Data privacy at RTX - privacy.compliance@rtx.com.

# **Confidentiality and Information Security**

The Company protects the confidentiality of the information it has gathered and stored and has implemented technical, administrative, and physical measures to safeguard any personal information the company may collect. All information in the company that requires registration as a database are duly registered and the Company complies with legal provisions regarding data security.

The Company will authorize and train designated roles within the Company that may have access to information, all subject to applicable legal restrictions.

## **General Information**

If you are interested in additional information regarding global privacy procedures of the RTX Group, BTL's Parent Company, and which serve as guidelines for the Company regarding the collection, processing, transfer and protection of personal information regarding its guests, you may review the RTX website: <a href="https://www.rtx.com/privacy">https://www.rtx.com/privacy</a>

Please note, these are general global procedures that guide the Company, and should be reviewed in accordance to the Israeli law.

This notification may be modified from time to time without prior notice depending on legal requirements or Company needs. Please refer to the Company website on a regular basis for updates.

Sincerely, Blades Technology Ltd.