

DP World: ONE App privacy notice

1. Introduction and scope

This privacy notice explains how DP World uses your personal information in the context of the ONE App application (“**ONE App**”).

DP World is made up of different legal entities. When we mention "**DP World**", "**our**" or "**we**" in this notice, we are referring to the company in the DP World Group that is responsible for processing your personal information as your employer if you are an employee.

2. The personal information we collect about you

We use, store and transfer the following types of HR information about you in the context of ONE App, which are extracted from your HR Management System (HRMS) file:

- **Personal identifiers/details** – your name, role/job title, which location you work from, business unit and department and direct reporting lines.
- **Authentication information** – your employee ID, date of birth and password.
- **Contact information** – your business email address and business mobile and phone numbers.
- **Performance & learning information** – your band level/performance category and learning statistics.

We also collect, use, store and transfer the following types of HR information from you and your colleagues via ONE App itself:

- **Peer Feedback** - the details of any feedback on “Our Principles” received or given on ONE App
- **App adoption metrics** – confirmation that you have downloaded ONE App.

3. How and on what basis we use your personal information

We use your personal information in ONE App in line with our legitimate interests in managing our business, confirming your identity when you access ONE App so we can keep it secure, monitoring how many people have downloaded ONE App, and enabling DP World colleagues to access business contact information, keep colleagues up-to-date with DP World news and announcements and give/receive feedback.

4. Disclosing, sharing and transferring your personal information

All information on ONE App can be accessed by the DP World HR and IT teams globally. Your **personal identifiers/details** and **contact information** are visible to all colleagues using ONE App.

5. International transfers

Your information in ONE App will be accessible from the United Arab Emirates and any of the other DP World Group company locations – a list of which can be found [here](#). We have put measures in place to protect your personal information when it is transferred outside of the UK or the EEA (or other locations that protect international transfers of personal data) to a country that has different data protection rules and is not subject to an adequacy decision, making use of a form of contract

approved by the European Commission known as “standard contractual clauses”. For more information about those measures, please contact us at the details below.

6. Data retention

We keep your personal information on ONE App for as long as you remain an employee of DP World, after which your personal information is no longer available on the app.

7. Your rights

In certain circumstances, you have the following rights under data protection laws in relation to your personal information:

- Right to access your personal information
- Right of data portability
- Right of rectification or erasure of your personal information
- Right to restriction of the use of your personal information
- Right to object to the use of your personal information
- Right to complain to us or your data protection regulator

You can exercise any of these rights at any time by contacting us at the details below.

8. Contact us

If you have any questions about this notice, please contact your HR manager or Group Compliance.

9. Changes to this privacy notice

We keep this notice under regular review, and it may change. If it does, these changes will be posted on this page and, where material, you’ll be notified about them when you next start the app.

This notice was last updated on: [24 January 2022]