



Privacy Policy

December 13, 2021

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A. Purpose

Magna is firmly committed to preserving the privacy of all of its stakeholders in accordance with applicable law. In connection with that commitment, the following policy explains the framework in accordance with which Magna will comply with applicable data privacy laws of specified countries.

B. Scope

This Policy applies to:

- i. all entities and employees of Magna International Inc. and its operating Groups, Divisions, controlled joint ventures and other operations globally (collectively “**Magna**”) residing in determined countries (“**Countries of Scope**”, as defined below);
- ii. any data subject (defined below) resident in a Country of Scope whose personal data has been provided to Magna;
- iii. any Magna entities or employees, regardless of their location, who control or process the personal data of data subjects residing in the Countries of Scope; and
- iv. any other Magna employees holding positions specifically identified in this Policy.

C. Definitions

“**controlling**” of personal data, carried out by a “**controller**”, means determining the purposes and means of the processing of personal data;

“**Countries of Scope**” means those countries listed in **Schedule “A”** to this policy (as may be updated from time to time), which includes countries of the European Union, as well as other countries that have legislation similar to the European Union’s General Data Protection Regulation;

“**personal data**” is any information relating to a single identified or identifiable natural person residing in a Country of Scope (“**data subject**”). A person is identifiable if they can be identified, directly or indirectly, by reference to

- i. the data subject’s identifier such as a name, an identification number, location data; or
- ii. factors which are an expression of the physical, social, or financial identity specific to that data subject.

“**personal data breach**” means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, personal data;

“**processor**” means a person or an entity which processes personal data according to the order or on behalf of a controller.

“**processing**”, means any operation(s) performed with personal data, including collection, recording, organization, structuring, storage, alteration, use, disclosure by transmission, erasure or destruction.

“**sensitive personal data**”, in *China*, means any personal data that, if disclosed or unlawfully used, could easily violate the personal dignity or cause harm to material security of a data subject, which includes personal financial data (e.g. bank account numbers, etc.) and identification data (e.g. passport or driver’s license numbers, etc.), *whereas in other Countries of Scope*, “sensitive personal data” means only data that reveals racial or ethnic origin, political opinions, cultural, religious or philosophical beliefs, trade-union membership; data concerning health or sex life and sexual orientation; genetic data or biometric data.

D. Data Protection Principles

Magna will follow the principles relating to the processing of personal data, set out in the applicable data privacy laws of the Countries of Scope. The principles are as follows:

- The personal data which Magna directly or indirectly collects from a data subject shall be processed in a manner that is lawful, transparent, and fair;
- Magna will collect personal data only for specified, explicit, and legitimate purposes;
- The amount of personal data Magna will collect shall be adequate, relevant, and limited to what is necessary for these purposes;
- Magna will take reasonable steps to ensure that collected personal data is accurate and up-to-date, and that inaccurate data is erased;
- Magna will keep personal data only for the length of time necessary to carry out the specific purpose(s) for which the data was collected; and
- Magna will process personal data – and particularly sensitive data – subject to technical and organizational measures that ensure appropriate security to prevent data breaches.

E. Legal Basis

Magna shall process personal data if permitted by applicable data privacy laws in the Countries of Scope. Legal bases are:

- To protect vital interests of a data subject or another individual;
- To comply with Magna’s legal obligations under applicable laws, regulations, or contracts;
- To perform a contract or – upon the request of the data subject – enter into a contract with the data subject;
- To pursue Magna’s legitimate interests unless such interest are overridden by the fundamental rights and freedoms of the data subject; and
- Consent of the data subject, where required by law.

F. Responsibilities of Magna Controllers and Processors

Magna controllers and processors will implement measures to ensure, and to be able to demonstrate, that processing is conducted in accordance with the applicable data privacy laws in the Countries of Scope. Magna controllers and processors will also ensure the rights of data subjects.

Magna will only use processors that provide sufficient guarantees that they will implement appropriate technical and organizational measures that meet the requirements of applicable data privacy laws in the Countries of Scope. Any processors used by Magna shall only process personal data on documented instructions from a Magna controller, and shall be bound by a written contract requiring them to comply with the requirements of applicable data privacy laws in the Countries of Scope.

Each Magna controller and processor shall maintain a record of processing activities under their responsibility, which shall include, at minimum, the following information: the name and contact details of the controller or processor, purpose(s) of processing, a description of the categories of data subjects and categories of personal data, the categories of recipients to whom personal data has been disclosed, information about personal data transfers to third countries, a general description of the technical and organizational security measures adopted, and the applicable retention period for the personal data.

Upon collecting personal data from a data subject, Magna controllers are required to provide them with certain information, including the purpose for which the personal data is intended, the scope of processing, and the retention period. Whenever a new purpose for the collection of personal data arises or the initial purpose changes, the data subject shall be informed, and – where required by applicable data privacy laws in the Countries of Scope – be asked for their consent. Where data subjects exercise their rights (as described below), Magna controllers and processors will respond in concise, transparent, intelligible and easily accessible form, using clear and plain language. Each Magna controller and processor shall also implement appropriate measures to protect and secure the personal data they are processing based on the requirements outlined in the information security policies managed by Magna’s Information Security, Risk & Compliance Department.

G. Personal Data Retention

Magna's Information Governance Team has identified retention periods based on legal and business requirements, which are set out in [Magna's Global Record Retention Schedule \("MGRRS"\)](#). The MGRRS sets out the length of time Magna must retain company information and provides a defensible practice during litigation and regulatory actions. Each Magna controller and processor shall decide whether to delete, destroy, or anonymize personal data after the retention period has expired.

H. Transfers and Disclosures

Magna controllers and processors may disclose certain limited personal data to third parties such as affiliated companies, service providers and business partners and government agencies, to the extent necessary and where there is a legal basis.

Magna controllers and processors may only transfer personal data to another country if:

- the Country of Scope has determined that the destination country has an adequate level of data protection;
- the transfer is subject to contractual clauses approved by the competent data protection authorities; or
- where otherwise permitted by applicable data privacy laws in the Countries of Scope.

I. Privacy by Design

Prior to collecting and processing personal information and particularly in case of processing high-risk information (e.g. large scale processing of sensitive personal data), Magna will conduct a privacy risk assessment. Based on the results of the assessment, Magna will design and implement appropriate protection measures to minimize identified risks, including default systems to process the minimum information required.

J. Rights of Data Subjects

Every data subject has a number of rights under the applicable data privacy laws in the Countries of Scope, which may include the following:

- to obtain from Magna controllers confirmation as to whether or not personal data about him/her is being processed, and a copy of such data. If so, the data subject may request access to their data, including additional information such as the purpose of the processing, recipients and the period for which the data will be stored (right of access);
- to receive their own personal data in a structured, commonly-used and machine-readable format and to transmit that data to another controller (right of data portability);
- to revoke consent given at any time for the future (right to revoke consent);
- to submit a complaint to data protection authorities in their country of residence (right to complain); and
- to object to the processing of their own personal data (right to object).

Furthermore, a data subject may request:

- that Magna correct inaccurate personal data concerning them (right to correct and complete information), and to restrict processing of inaccurate data and unlawful processing of data (right to restrict processing); and
- in certain cases, demand that Magna erase their personal data (right to delete) or have it anonymized.

Magna does not discriminate against anyone who exercises their rights. However, exercising rights may have certain consequences which the data subject should take into account in advance (for example, if a data subject revokes consent to process their application data submitted for Magna Talent Pool, the data subject may no longer be contacted for suitable job positions).

Magna shall also inform all controllers and processors to whom such personal data have been disclosed about the data subject's correction, restriction, or deletion request.

K. Personal Data Breaches

Magna takes personal data breaches seriously and will respond to them promptly.

In the case of a personal data breach likely to result in a risk to the rights and freedoms of a data subject, a Magna processor shall notify the Magna controller as soon as the processor becomes aware of it. Similarly, a Magna controller shall, within the period prescribed in the applicable data privacy law in the Country of Scope after having become aware of the breach, notify the relevant data protection authority if required. The controller shall also communicate the breach, in clear and plain language, to any data subject affected. Magna controller shall work closely with the data protection authority to reverse the effects of the breach and mitigate risks of future breaches.

L. Training

Magna shall ensure that those employees with access to high volumes of personal data, or sensitive personal data, are provided training and are able to demonstrate competence in their understanding of and compliance with data privacy.

Magna shall ensure that all employees understand their responsibility to protect personal data in accordance with this policy, any related procedures, and applicable law.

Schedule “A” – Countries of Scope

All countries that are members of the European Union

Brazil

China

Japan

North Macedonia

Serbia

South Korea

Switzerland

Thailand

Turkey

United Kingdom

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Forward. For all.