

Policy:	Biometrics Consent Form	Policy Reference and Revision Number:	HR 012F Rev 000
Department:	Human Resources	Effective Date:	08/01/2021
Authorized By:	SVP Human Resources	Page:	Page 1 of 1

The employee identified below (the “**Employee**”) hereby acknowledges and represents that they have been advised and understands that BWC Terminals LLC (the “**Company**”) and the Company’s vendors, and/or the licensor of the Company’s time and attendance software (the “**Company Representatives**”) collect, retain, and use biometric data for the purpose of identifying employees and recording time entries when utilizing the Company’s computer based timeclocks or timeclock attachments, as applicable, that scan an employee’s finger for purposes of identification (a “**Biometric Timeclock**”). Employee further understands that the computer system extracts unique data points and creates a unique mathematical representation used to verify the employee’s identity.

“Biometric Identifier” means a retina or iris scan, fingerprint, voiceprint, or scan of hand or face geometry. “Biometric Information” means any information, regardless of how it is captured, converted, stored, or shared, based on an individual’s biometric identifier used to identify an individual.

Employee additionally understands that the provision of biometric identifiers and biometric information to the Company and the Company Representatives is optional and may be declined without any adverse employment action. Employee may revoke this consent at any time by notifying the Company in writing.

Employee hereby acknowledges receipt of the attached *Biometric Information Privacy Policy*, and voluntarily consents to the Company’s and the Company’s Representative’s use of biometric data through a Biometric Timeclock, including to the extent that it utilizes the Employee’s Biometric Identifiers or Biometric Information, and voluntarily consents to the Company providing such biometric data to the Company Representatives.

Employee Signature Date

Employee Name (print)