

# Privacy notice for the 1 + 1 Sharing in our Future Plan

This privacy notice describes how we collect and use personal information about you in connection with the 1 + 1 Sharing in Our Future Plan (the **Plan**).

In this Privacy Notice, references to **Kingfisher, we, us** or **our** means the Kingfisher entity that processes your personal information. The relevant Kingfisher entities are:

- Kingfisher Plc (company number: 01664812),
- Kingfisher Information Technology Services (UK) Limited (company number: 02016021),
- Kingfisher Digital Limited, (company number: 10550984),
- Kingfisher International Product Limited (company number: 09861549),
- Kingfisher (Shanghai) Sourcing Consultancy Co. Ltd (company number 913101156711617455)
- KSO Shenzhen (company number 914403006955945881)
- Brico Dépôt SASU (company number 451 647 903)
- Castorama France SASU (company number 451 678 973)
- Kingfisher International Products France (company number 539 527 473)
- Kingfisher Investissements SAS (company number 316 701 416)
- Kingfisher Asia Limited (Hong Kong) (company number 478452)
- B&Q Ireland Limited (company number 156844)
- Screwfix Direct (Ireland) Limited (company number 645397)
- Castorama Polska Sp. z o.o. (company number 0000024785)
- KFS Sp. z o.o. (company number 0000679023)
- Kingfisher Sourcing, Eastern Europe, Sp. z o.o. (company number 0000201583)
- Brico Depot Portugal, S.A. (company number 510 359 612)
- Euro Depot España SAU (company number ESA62018064)
- Bricostore Romania S.A. (includes OSC colleagues) (Company Number 14328360)
- KSO ISTANBUL SOURCING EV GELİŞTİRME ÜRÜNLERİ VE HİZMETLERİ LİMİTED ŞİRKETİ (company number 843859)
- B&Q Limited (company number 00973387)
- Screwfix Direct Limited (company number 03006378)
- KSO Vietnam (company number 79-02701-01)
- Euro Dépôt Immobilier SASU (company number 451 645 295)
- L'Immobiliere Castorama SASU (company number 451 671 028)
- Kingfisher France Limited (company number 4213347)

**Computershare Limited** (company number 03015818) will be the administrators for the Plan (the **Plan Administrator**), you can find a copy of the Plan Administrators' Privacy Policy on <https://www.computershare.com/uk/privacy-policy>.

You can find out how to contact us in Section 9 below.

# 1. Your Privacy

We will collect and process personal information about you in connection with the Plan. Personal information includes any information allowing us to identify you as an individual, for example, your name, your address, or your national identification number (e.g. National Insurance Number / Social Security Number).

We are committed to protecting your privacy. We will use your personal information in accordance with all applicable laws and regulations that relate to data protection and privacy, including the EU General Data Protection Regulation (GDPR).

This Privacy notice tells you:

- what personal information we process;
- why we process this information;
- how we will use it;
- how long we will keep it;
- who else will see it;
- how you can contact us;
- your rights in relation to the personal information that we hold, including your rights to change, delete and see your information.

For the purposes of the GDPR (and equivalent data protection laws), we are the controller in respect of your personal information that we collect and process as further described in this Privacy notice.

As described below, we may share your personal information with other organisations that may receive and process your personal information as a controller in their own right.

## 2. What information do we process and where do we get it from?

Your local payroll team shares relevant information about you with Kingfisher's share plan team. The Kingfisher's share plan team will share this information with the Plan Administrator, which will then create an account for you on their system. The personal information may include your:

- Name
- National identification number (e.g. National Insurance Number / Social Security Number)
- Address
- Email address
- Date of Birth

This information was obtained from you when you joined Kingfisher and was passed to the payroll team for the purpose of paying your salary and offering you other benefits.

When you enrol into the Plan, you may be requested to share additional information about you such as your bank account number by the Plan Administrator. Kingfisher may have access to this information as it is necessary for the purposes of facilitating the Plan

### 3. Why do we process this information?

We process your personal information to create an account for you with the Plan Administrator. This allows the Plan Administrator to invite you to enrol into the Plan. The Plan Administrator will process your personal data on our behalf for the purposes of administering the Plan.

### 4. How do we use your personal information?

We have set out below the purposes for which we use your personal information. We are also required by law to state a “legal basis for processing”, i.e. to tell you on what grounds we are allowed to use your information, and this is also set out below.

<b>Purpose of processing</b>	<b>Our legal basis</b>
Facilitate your enrolment into the Plan	We have a legitimate interest in providing this benefit to you.
Administer the Plan	We have a legitimate interest in providing this benefit to you.

We do not use your personal information for automated decision making.

### 5. How long do we keep your personal information?

We are required by law to keep your personal information only for as long as is necessary for the purposes for which we are using it as per our Record Keeping and Document Retention Standard. The period for which we keep your personal information is determined by a number of criteria, including the purposes for which we are using the information, the amount and sensitivity of the information, the potential risk from any unauthorised use or disclosure of the information, and our legal and regulatory obligations.

Please refer to your Employee Privacy Notice and Kingfisher’s Record Keeping and Document Retention Standard for further details.

The Plan Administrator will only retain your personal information for as long as necessary for the purposes of administering the Plan as per the Plan Administrator's retention policy. If you decide not to enrol into the Plan, the Plan Administrator will delete your data within 6 months from the date the data is received.

## 6. Who do we share your personal information with?

Your local payroll team shares your personal information with Kingfisher's share plan team. The Kingfisher's share plan team shares this information with the Plan Administrator, which creates an account for you on their system. The Plan Administrator uses your personal information to invite you to enrol into the Plan. Once you enrol, the Plan Administrator may ask you to share further information about you, such as your bank account details.

We have ensured that the Plan Administrator has appropriate security measures in place to keep your information safe and to comply with general principles in relation to the applicable data protection laws.

The Plan Administrator will make some decisions about the way they use your information to perform their functions or comply with their regulatory requirements. They have responsibilities as a controller in their own right, as well as acting as our processor.

If you want any more information from the Plan Administrator, or to exercise any rights in relation to the information they hold, please contact the Plan Administrator directly.

## 7. Where will your personal information be processed?

We will transfer your personal information to the countries outside the European Economic Area (EEA) listed in the table below in order to facilitate your enrolment into the Plan. To ensure that your personal information receives an adequate level of protection we have put in place the following appropriate measures to ensure that your personal information is treated by those third parties in a way that is consistent with and which respects the EU and UK laws on data protection.

<b>Service</b>	<b>Countries of Transfer</b>	<b>Protection Mechanism</b>
1 + 1 Sharing in our Future Plan	Switzerland	Adequacy decision
	United States of America	Standard Contractual Clauses

## 8. Your rights

For those employees based within the EU and the UK, you have the right to ask us to:

- Confirm what personal information we hold about you and provide you with a copy of that data;
- Correct any personal information that is inaccurate, and complete any personal information that is incomplete;
- Remove your personal information where there is no good reason for us to continue to hold that data;
- Temporarily stop using your personal information if you are questioning our right to use that data and in other circumstances where that right is applicable;
- Stop using your personal information unless we can demonstrate a valid reason why we need to continue to hold that data;
- Provide you with the personal information that you have provided to us, in a structured and commonly-used electronic format, or transmit that information directly to another company if that is technically feasible, and to provide details about how we process your information; and
- Ensure you are not subject to automated decision-making including profiling where it produces legal or other significant effects on you.

Our security procedures mean that we may request proof of identity before we are able to disclose your personal information to you or comply with other requests.

You can exercise all of these rights free of charge except in some very limited circumstances, and we will explain these to you where they are relevant.

To exercise these rights, please use the contact details, which are set out below. If you wish to exercise these rights with the Plan Administrator in respect of data they hold, please contact the Plan Administrator directly (The Pavilions, Bridgwater Road, Bristol, BS13 8AE).

We want to make sure that the personal information we hold about you and your preferences as to how we contact you are accurate and up to date. If any of the details are incorrect, please let us know (details below) and we will amend them.

You also have the right to make a complaint to the supervisory authority if you're not happy with how we've handled your personal information. The websites for the supervisory authorities that regulate our processing of your personal information are set out below:

Kingfisher Entity Country	Supervisory authority	Supervisory authority contact information
France	Commission nationale de l'informatique et des libertés	<a href="https://www.cnil.fr/">https://www.cnil.fr/</a>
Hong Kong	Office of the Privacy Commissioner for Personal Data	<a href="https://www.pcpd.org.hk/">https://www.pcpd.org.hk/</a>
Ireland	Data Protection Commission	<a href="https://www.dataprotection.ie/">https://www.dataprotection.ie/</a>
Poland	Urząd Ochrony Danych Osobowych	<a href="https://uodo.gov.pl/pl">https://uodo.gov.pl/pl</a>
Portugal	Comissão Nacional de Protecção de Dados	<a href="http://www.cnpd.pt/">http://www.cnpd.pt/</a>
Romania	Autoritatea Națională de Supraveghere a Prelucrării Datelor cu Caracter Persona	<a href="https://www.dataprotection.ro/">https://www.dataprotection.ro/</a>
Spain	Agencia Española de Protección de Datos	<a href="http://www.agpd.es/">http://www.agpd.es/</a>
Turkey	Kişisel Verileri Koruma Kurumu	<a href="https://www.kvkk.gov.tr/">https://www.kvkk.gov.tr/</a>
United Kingdom	The Information Commissioner's Office	<a href="https://ico.org">https://ico.org</a>
Vietnam	Ministry of Information and Communications	<a href="https://english.mic.gov.vn/Pages/home.aspx/">https://english.mic.gov.vn/Pages/home.aspx/</a>

## 9. How to contact us?

If you have any questions about this privacy notice or how we handle your personal information, or if you would like to exercise any of the rights set out in the “Your rights” section above, please contact us using your preferred method of the following:

You can email us at [dpo@kingfisher.com](mailto:dpo@kingfisher.com);

If you would like to contact our Data Protection Officer please email: [dpo@kingfisher.com](mailto:dpo@kingfisher.com)

or write to  
 Data Protection Officer,  
 Kingfisher Plc,  
 3 Sheldon Square,  
 Paddington,  
 London,  
 W2 6PX,  
 United Kingdom