

**Facial Recognition****Palm-print Reader****Fingerprint Reader**

Biometric Device Privacy Statement

Biometric Devices (each a "Device") purchased by you (the "Customer") for time tracking, visitor management, or other intended purposes, use ZKTeco's biometric technology to recognize and record biometric data from individuals who interact with the Device. "Biometric Data" means any information based on an individual's retina or iris scan, fingerprint, voiceprint, or scan of hand or face geometry which is used to identify an individual, regardless of how it is captured, converted, stored or shared.

Description of Device Biometric Functionality

- When an individual enrolls with or authenticates themselves to the Device, the Device temporarily captures and stores an image of that individual's biometric identifier, either the individual's face or finger print, (the "Identifier") but only for the time needed to create the individual's biometric template (the "Template") used for subsequently recognizing that same individual.
- Thereafter, only the Template, which is a binary computer file (not an image file) representing a tiny subset of the individual's Identifier, is stored. After an individual's Template is generated, the individual's Identifier (the image of the employee's face or finger print) is immediately and permanently deleted from the Device.
- The individual's Identifier is temporarily stored during the process of generating the Template and the device does not permanently store an any Identifier.
- ZKTeco's Devices and all Templates stored in the Device's operating software or in a hosted service are built with precise algorithms and are encrypted and protected.

Customer Responsibilities and Compliance with Laws

It is the sole responsibility of the Customer that collects, captures, stores, or otherwise uses Biometric Data relating to an individual, to:

1. Inform the individual from whom Biometric Data will be collected, in writing and prior to collecting the individual's Biometric Data, that Biometric Data is being collected, stored, and/or used;
2. Indicate, in writing, the specific purpose(s) and length of time for which Biometric Data is being collected, stored, and/or used; and
3. Receive a written release from the individual (or a legally authorized representative) authorizing the Customer and ZKTeco to collect, store, and/or use the Biometric Data and authorizing the Customer to disclose such Biometric Data to ZKTeco and any Customer third-party service providers.

It is the Customer's sole responsibility to develop, maintain, and to inform all individuals about any Customer policies for Biometric Data collection. Customer must maintain its own data collection, disclosure, retention, and storage policies in compliance with all applicable laws. Where required by law, Customer agrees to adopt a privacy policy in alignment all applicable laws governing the collection, use, transfer and retention of Personal Data

ZKTeco encourages Customer to consult with legal counsel knowledgeable in the area of biometric privacy, especially if the Customer operates in state(s) which have enacted privacy laws governing the collection and/or storage of an individual's Biometric Data. The Customer is solely responsible for taking any steps necessary to ensure that the Customer is in compliance with applicable biometric privacy laws when using this device.

ZKTeco Responsibilities and Hold Harmless

ZKTeco may have access to Customer Biometric for Customers using ZKTeco's hosted services ("Services"). In performing the Services, ZKTeco will comply with the ZKTeco Services Privacy Policy and all applicable data protection laws.

Disclosure and Sharing of Biometric Information

ZKTeco will not sell, lease, trade or otherwise profit from any biometric data that it receives from Customer's employees. Biometric data will not be used for any purpose other than as described herein.

ZKTeco will not disclose, redisclose or otherwise disseminate any biometric data received from Customers to any person or entity other than ZKTeco and ZKTeco's third party service providers except for if disclosure or redisclosure is required by state or federal law or municipal ordinance or disclosure is required pursuant to a valid warrant or subpoena issued by a court of competent jurisdiction.

Retention of Biometric Information

ZKTeco shall retain biometric data for up to ninety-seven (97) days after receiving notice from customers, or its employees notice that the employment with the customer has ended. ZKTeco shall permanently destroy all copies of the employee's Biometric Data in its possession after the time period is elapsed unless ZKTeco is required to hold Customer Personal Data pursuant to a valid warrant or subpoena issued by a court of competent jurisdiction.

Storage of Biometric Information

ZKTeco will use a reasonable standard of care, consistent with the industry in which ZKTeco operates, to store, transmit and protect from disclosure all biometric data, and shall store, transmit, and protect from disclosure all biometric data in a manner that is the same as or more protective than the manner in which ZKTeco stores, transmits, and protects other confidential or sensitive data that can be used to uniquely identify an individual or an individual's account or property

ZKTeco shall be held harmless by Customer and all of Customer's individual users for use of this device by Customer in a manner that is not compliant with applicable privacy laws.

Illinois Biometric Information Privacy Act

In accordance with the Illinois Biometric Information Privacy Act (740 Ill. Comp. Stat. Ann. 14/1 et seq.) (the "Illinois BIPA"), ZKTeco maintains comprehensive policies and procedures to ensure the proper collection, use, safeguarding, storage, retention, and destruction of Biometric Data by ZKTeco. As required by the Illinois BIPA, ZKTeco makes available its Biometric Data Retention and Storage policies in the foregoing sections. For purposes of clarity, these policies apply to all Customer Personal Data, not just Customer Personal Data collected in Illinois.

Note: Nothing in this privacy statement is intended to constitute or provide legal advice to any customer.