1. Introduction

1.1.1. RGA's "Binding Corporate Rules: Controller Policy" and "Binding Corporate Rules: Processor Policy" (together the "**Policies**" or, respectively, the "**Controller Policy**" and the "**Processor Policy**") safeguard Personal Information transferred between RGA's BCRmembers ("BCR **Members**").

1.2. Individuals whose Personal Information are processed by RGA under the Policies have certain data protection rights, which they may exercise by making a request to the Controller of their information (a "**Request**").

1.3. This Binding Corporate Rules: Data Subject Rights Procedure (Processor) ("**Procedure**") describes how RGA will respond to any Requests received from individuals whose Personal Information are Processed and transferred under the Processor Policy.

2. Data subjects' data protection rights

2.1. RGA must assist the Controller with its obligations to respond to individuals wishing to exercise the following data protection rights, consistent with the requirements of Applicable Data Protection Laws:

2.1.1. **Right to information**: This is the right for individuals to obtain confirmation as to whether or not Personal Information concerning them are being Processed;

2.1.2. **Right of access:** This is the right for individuals to obtain confirmation whether a Controller Processes Personal Information about them and, if so, to be provided with details of that Personal Information and access to it in an intelligible form;

2.1.3. **Right to rectification:** This is the right for individuals to obtain rectification without undue delay of inaccurate Personal Information a Controller may process about them;

2.1.4. **Right to erasure:** This is the right for individuals to require a Controller to erase Personal Information about him/her on certain grounds – for example,

APPENDIX 2 – DATA SUBJECT RIGHTS PROCEDURE

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