



NOTICE TO APPLICANTS AND EMPLOYEES

Please take notice that Stellant Systems (the Company) collects certain personal information about you. This notice describes the categories of personal information the Company collects and the purposes for which they are used in accordance with the California's Consumer Privacy Act (CCPA) and California Privacy Rights Act (CPRA).

The law provides California applicants and employees with certain rights with respect to the personal information collected from them, including the rights:

- To delete personal information.
- To correct inaccurate personal information.
- To access personal information.
- To know what personal information is sold or shared and to whom.
- To opt out of selling or sharing of personal information.
- To limit use and disclosure of sensitive personal information.
- Not to be discriminated or retaliated against for exercising rights under the law.

The personal and sensitive personal information that we are collecting. We collect the following personal and sensitive personal information:

- Identifiers, such as name, government-issued identifier (e.g., Social Security number (SSN)) and unique identifiers (e.g., employee ID);
- Personal information, such as real name, signature, SSN, physical characteristics or description, address, telephone number, passport number, driver's license or state identification card number, federal identification authorizing work in the United States, access and/or passcodes, insurance policy number, education, employment, employment history, bank account number, other financial information, medical information or health insurance information;
- Characteristics of protected classifications under California or federal law, such as age, marital status, gender, sex, race, color, disability, citizenship, primary language, immigration status, military/veteran status, disability, request for leave and medical conditions;
- Commercial information, such as transaction information and purchase history (e.g., in connection with expense reimbursements [or purchases from the Company]);
- Internet or network activity information, such as browsing history and interactions with our online systems and websites and any personal information that you provide while accessing the Company's computer systems, such as personal credit card information and passwords;
 - Geolocation data, such as device location from using the Company's devices;
 - Biometric information from connecting to the Company's secured access points;
 - Audio, electronic, visual, and similar information;



- Professional or employment-related information, such as work history, prior employers, data submitted in job applications, professional licenses, degrees, background checks, performance and disciplinary records, compensation, benefits and leaves of absence information.

Where we get your information from. The Company collects information about you from the following sources:

- You;
- Prior employers, references, recruiters and job-related social media platforms;
- Third-party sources of demographic information;
- Third-party companies, such as background check companies, drug testing facilities, licensing and credentialing organizations; and

Depending on the Company's interactions with you, we may or may not collect all of the information identified about you.

How your personal and sensitive personal information is used. We may use personal and sensitive personal information for the following purposes:

- Recruiting and retaining employees.
- Collecting and processing employment applications, including confirming eligibility for employment, background and related checks, and onboarding.
- Employee benefit plan and program administration.
- Leave of absence administration.
- Compensation administration and compliance, including payroll, bonuses, reimbursements, etc.
- Maintaining personnel records and complying with record retention requirements.
- Communicating with employees and/or employees' emergency contacts and plan beneficiaries.
- Facilitating and administering the use of the company's property and resources, including the company's information systems, electronic devices, network and data, and preventing unauthorized access of such.
- Workplace health and safety compliance.

We may or may not have used personal and sensitive personal information about you for each of the above purposes.

Selling or sharing of personal information.

For purposes of the CCPA/CPRA, the Company does not sell or share the personal information or sensitive personal information of job applicants or employees.



Data retention.

The Company retains the information it receives about you for a period of four years, unless a shorter or longer period is required by California or federal law.

For inquiries and/or to submit requests for information, deletion or correction.

Please contact either: (1) CorporateHR@StellantSystems.com or (2) Fax 1-833-845-1024 your inquiries about the Company's privacy policy, or to submit your request for information, deletion or correction.

You can review the Company's privacy policy at the following address: [Notice to Applicants](#)