

Notice at Collection for California Resident Employees, Contractors and Applicants

Last Updated: January 23, 2023

Ampirical Services, Inc. (“Ampirical”) is committed to protecting the personal information of its employees and job applications. Ampirical Services, Inc. collects and uses personal information from employees and job applicants for human resources, employment, benefits administration, health and safety, business-related purposes, and meeting legal compliance requirements. Ampirical does not sell or otherwise disclose this personal information for monetary consideration to any third parties. For more information about Ampirical’s online privacy practices, please see our Privacy Policy.

Below are the categories of personal information that we collect and the purposes for which we intend to use this information:

Category	Purpose for Collection and Use
<p><u>Identifying information</u>, such as your full name, date of birth, telephone numbers, email address, mobile phone number, address, signature, Social Security Number, driver’s license or state ID number, military ID number, passport number, dependents and next of kin, immigration status and related documents, and similar identifiers.</p>	<ul style="list-style-type: none"> • Collecting and processing employment applications. • Confirming eligibility for employment, background and related checks, and onboarding. • Human resources functions such as payroll processing, employee benefits administration, claims handling, employee training, assessing performance, and contacting employee’s emergency contacts when necessary and communicating with any familial plan beneficiaries. • Compliance with applicable law and mandatory government reporting obligations. • Ensuring employee compliance with Ampirical policies, and investigating suspected violations of same. • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage. • Client marketing purposes.
<p><u>Demographic information</u>, such as your race, gender identity, marital status, ethnic origin, disability, and military status.</p>	<ul style="list-style-type: none"> • Complying with applicable state and federal Equal Employment Opportunity laws. • Implement and manage Ampirical’s diversity and inclusion programs.

	<ul style="list-style-type: none"> • Ensuring employee compliance with Ampirical policies, and investigating suspected violations of same.
<p><u>Financial information</u>, such as your banking institution, account numbers, payroll information, tax information, and withholdings</p>	<ul style="list-style-type: none"> • Processing payroll, including payment through direct deposit. • Complying with applicable law, including labor, employment, tax, benefits, worker’s compensation, and related laws.
<p><u>Educational information</u>, such as education history, current enrollment, academic qualifications, and references.</p>	<ul style="list-style-type: none"> • Evaluating an applicant’s ability to meet position requirements, appropriateness for hire, Ampirical job responsibilities, or promotion opportunities.
<p><u>Professional and employment-related information</u>, which includes:</p> <ul style="list-style-type: none"> • All material submitted in response to a job posting, and data submitted with an employment application, such as references, past employment, etc. • Credit, background, and criminal history checks • Work authorization • Professional licenses and certifications • Educational degrees, programs of study, certifications, certificates, and other attendance records • Fitness for work, work data and reports (upon return from a medical leave of absence) • Accommodation requests • Drug and alcohol testing records (where legally permissible) • Salary and bonus information • Work performance, reviews, and disciplinary reports • Benefit plan enrollment, participation, and claims information • Leave of absence information including religious observations, family obligations, physical and mental health information related to employee and employee’s family that necessitated leave • Interests and preferences 	<ul style="list-style-type: none"> • Collecting and processing employment applications. • Confirming eligibility for employment, background and related checks, and onboarding. • Human resources functions such as payroll processing, employee benefits administration, claims handling, employee training, assessing performance, and contacting employee’s emergency contacts when necessary and communicating with any familial plan beneficiaries. • Maintaining personnel records and complying with record retention requirements. • Communicating with employees and, where necessary, employee’s emergency contacts and plan beneficiaries. • Compliance with applicable law and mandatory government reporting obligations. • Business management. • Making accommodations where requested and necessary. • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage. • Efficiency and productivity assessments. • Ensuring employee compliance with Ampirical policies, and investigating suspected violations of same.

	<ul style="list-style-type: none"> • Recruiting efforts. • Planning and executing employee social events.
<p><u>Geolocation information</u>, specifically information provided by GPS technology from Ampirical-issued mobile devices and other electronic devices.</p>	<ul style="list-style-type: none"> • Monitor and improve the safe and secure usage of Ampirical property • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage. • Improve efficiency and logistics. • Ensuring employee compliance with Ampirical policies, and investigating suspected violations of same.
<p><u>Biometric information</u>, which includes employee facial recognition information.</p>	<ul style="list-style-type: none"> • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage.
<p><u>Sensory and surveillance information</u>, including body temperature information and video surveillance.</p>	<ul style="list-style-type: none"> • Providing a safe work environment. • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage.
<p><u>Internet and other electronic network activity information</u>, which includes:</p> <ul style="list-style-type: none"> • Activity on Ampirical information systems, including internet browsing history, search history, intranet activity, emails, social media postings, stored and transmitted documents, emails, usernames, passwords, and other information inputted to Ampirical-owned and operated information systems. • Activity on Ampirical communication systems including phone calls, voice mails, call logs, text messages, mobile browsing history, search history, and other information regarding an employee's use of Ampirical-owned electronic devices. 	<ul style="list-style-type: none"> • Assisting with employee productivity and security use of Ampirical employee devices. • Ensuring employee compliance with Ampirical policies, and investigating suspected violations of same. • Complying with applicable law and government reporting obligations. • Preventing unauthorized access to Ampirical property, including Ampirical facilities, information systems and networks, electronic devices, and data storage.

To effect the purposes outlined in the above chart, Ampirical can share information with third parties, such as background check vendors, third-party human resources and information technology vendors subject to confidentiality agreements, outside legal counsel, and state or

federal government agencies. Ampirical may add to the information that it collects and the purposes for using personal information. In that instance, Ampirical will inform you.

For more information about our privacy practices, please see our Privacy Policy, or contact our Human Resources Department at 888-875-1021 or humanresoures@ampirical.com.