

**Callan LLC (“Company,” “we,” “our” or “us”)  
California Applicant Privacy Notice**

**PURPOSE OF THIS NOTICE:** This California Applicant Privacy Notice (the “**Applicant Notice**”) describes our collection and use of certain personal information relating to external job applicants and candidates (“Applicants”) for positions with Company.. This Applicant Notice describes our collection and use of certain personal information about Applicants and is intended to satisfy our applicable notice requirements under the California Consumer Privacy Act (“CCPA”). We may provide Applicants additional notices about our data collection practices that are covered by other laws (e.g., if we conduct a background check or extend an employment offer).

**SCOPE OF THIS NOTICE:** This Applicant Notice applies to the personal information that we collect from and about Applicants, in the context of reviewing, assessing, considering, managing, storing or processing their applications or otherwise considering them for a position with us.

**What is personal information?** In this Applicant Notice, “personal information” is any information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular California resident or household.

**What isn’t covered by this notice.** This Applicant Notice does not address or apply to our collection of personal information that is not subject to the CCPA, such as background checks, publicly available data lawfully made available from state or federal government records, or other information that is exempt under the CCPA. This Applicant Notice also does not apply to the personal information we collect from employees (which is subject to a separate privacy notice

**Are our practices the same for all Applicants?** The categories of personal information we collect and our use of personal information may vary depending upon the position(s) or location, as well as the associated qualifications and responsibilities. The information in this Applicant Notice is intended to provide an overall description of our collection and use of personal information about Applicants. Also, in some cases (such as where required by law), we ask for your consent or give you certain choices prior to collecting or using certain personal information.

**CATEGORIES OF PERSONAL INFORMATION COLLECTED:** Generally, we may collect the below categories of personal information about Applicants, to the extent permitted under applicable laws:

<b>Identifiers:</b> such as a real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, social security number, driver’s license number or other government identifiers.
<b>Information Related to COVID-19.</b> Medical and health information related to COVID-19, including COVID-19 symptoms identified by the Centers for Disease Control and Prevention (“CDC”) ( <a href="https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html">https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html</a> ) or other applicable governmental authorities; COVID-19 diagnosis; exposure to COVID-19; information regarding recent travel; and any other COVID-19 related data.
<b>Paper and electronic records:</b> records containing personal information, such as name, signature, photo, contact information, education and employment history., Social Security number and other government identifiers, insurance policy number, financial or payment information, medical information, or health insurance information
<b>Characteristics of protected classifications:</b> such as race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, citizenship status, military/veteran status, marital status, medical condition or other characteristics of protected classifications under California or federal law. (Note: generally, this information is collected on a voluntary basis and is used in support of our equal opportunity and diversity and inclusion efforts and reporting obligations, or where otherwise required by law. )
<b>Employment information:</b> professional or employment-related information.
<b>Education information:</b> information about education history or background that is not publicly available personally identifiable information as defined in the federal Family Educational Rights

and Privacy Act (20 U.S.C. section 1232g, 34 C.F.R. Part 99).

**Internet or other electronic network activity information:** such as browsing history, search history, and information regarding interactions with an internet website, application, or advertisement, as well as physical and network access logs and other network activity information related to your use of any Company device, network or other information resource; such as your device's IP address, email header data and email communications with us, as well as network and application log information related to your electronic communications with us.

**Inferences:** inferences drawn from any of the information identified above to create a profile about an individual regarding her or his preferences, characteristics, psychological trends, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes.

**PURPOSES FOR COLLECTING AND USING PERSONAL INFORMATION:** Subject to applicable legal restrictions, we use Applicant personal information for the following general purposes:

**Recruiting, hiring, and evaluating applicants:** to review, assess, recruit, consider or otherwise manage applicants, candidates and job applications, including:

- scheduling and conducting interviews;
- identifying candidates, including by working with external recruiters;
- reviewing, assessing and verifying information provided, to conduct criminal and background checks, and to otherwise screen or evaluate Applicants' qualifications, suitability and relevant characteristics;
- extending offers, negotiating the terms of offers, and assessing salary and compensation matters;
- satisfying legal and regulatory obligations;
- communicating with Applicants regarding their applications and about other similar position(s) for which they may be interested;
- maintaining Applicant personal information for future consideration; and
- in support of our equal opportunity employment policy and practices

**Security and monitoring:** to monitor and secure our resources, network, premises and assets, including:

- securing our offices, premises and physical assets, including through the use of electronic access systems and video monitoring; and
- conducting appropriate screenings of individuals prior to entering or accessing certain locations or premises.

**Health and safety:** for health and safety purposes, such as contact tracing or conducting appropriate screenings of Employees prior to entering or accessing certain locations or premises, in compliance with federal, state, and local laws.

**Defending and protecting rights:** to protect and defend our rights and interests and those of third parties, including to manage and respond to employee and other legal disputes, to respond to legal claims or disputes, and to otherwise establish, defend or protect our rights or interests, or the rights, interests, health or safety of others, including in the context of anticipated or actual litigation with third parties.

**Complying with legal obligations:** relating to compliance with applicable legal obligations (such as hiring eligibility, responding to subpoenas and court orders) as well as assessments, reviews and reporting relating to such legal obligations, including under employment and labor laws and regulations, Social security and tax laws, environmental regulations, workplace safety laws and regulations, and other applicable laws, regulations, opinions and guidance.

**Other business and commercial purposes:** for other purposes including: [INSERT ANY APPLICABLE OTHER PURPOSES]. None

**CONTACTING US ABOUT THIS NOTICE:** If you have any questions or concerns regarding our use of personal information as described in this Applicant Notice, please contact Callan's Human Resources at hr@callan.com.