

HUNT & HENRIQUES PRIVACY NOTICE PURSUANT TO THE CALIFORNIA CONSUMER PRIVACY ACT ADDRESSED TO EMPLOYEES AND APPLICANTS

The California Consumer Privacy Act requires that we disclose the categories of personal information we typically collect and use in the context of a person's role as a job applicant or employee. We typically collect the following categories of information from you and others as noted:

1. Identifiers such as personal identifying information, including, but not limited to name, address, telephone number, social security number, email address, driver's license number, bank account information, as well as other identifying information from you, your creditor, credit reports and/or third-party data providers;
2. Personal information as defined in the California Customer Records Act, Cal. Civ. Code Section 1798.80 such as contact information, health information, insurance information, financial information, results of drug testing and criminal background information.
3. Protected classifications under California or federal law such as age, race, color, citizenship, marital status, gender, etc. from you and providers of background checks;
4. Internet or similar activity information such as IP address from your browsing history, search history, information on an interaction with websites and applications;
5. Geolocation data such as device location if you work remotely;
6. Audio, electronic, visual or similar information such as call and video recordings;
7. Biometric information such as genetic, physiological, behavioral and biological characteristics or activity patterns or other identifying information such as fingerprints, voiceprints, photos or other physical patterns;
8. Professional and employment related information from you and/or third-party data providers;

9. Educational information from you and/or third-party data providers;
10. Information such as work history and performance evaluations; and
11. Certain inferences concerning an individual's preferences, abilities, aptitudes and characteristics

We collect personal information relating to employees and applicants who are California residents in a variety of contexts, including in connection with applications for employment, Human Resource activities and job-related activities. The categories of personal information that we collect and use about a California resident will depend on our specific relationship or interaction with that individual, and the examples provided in each category above are for illustrative purposes only.

Purposes for which We Use Personal Information:

We may use personal information relating to employees and applicants who are California residents for one or more of the following business purposes:

- Evaluating employment applications and employee performance
- Providing and maintaining our employee related services
- Conducting background checks
- Protecting against security risks
- Conducting research and data analysis
- Maintaining our facilities, systems, and infrastructure
- Improving our employee related services
- Carrying out our legal and business purposes, such as complying with federal, state, or local laws, responding to civil, criminal, or regulatory lawsuits or investigations, exercising our rights or defending against legal claims, resolving complaints and disputes, performing compliance activities, performing institutional risk control, and otherwise operating, managing, and maintaining our business

- As otherwise disclosed to you at or before the point of collecting your personal information

We may also use personal information relating to California residents for one or more of the specific “business purposes” listed in the CCPA:

- Auditing related to an employee
- Detecting security incidents, protecting against malicious, deceptive, fraudulent, or illegal activity, and prosecuting those responsible for that activity
- Debugging to identify and repair errors that impair existing intended functionality
- Short-term, transient use
- Performing services on behalf of clients or their service providers, including maintaining or servicing employees’ accounts, providing employees service, processing or fulfilling orders and transactions, verifying employees or applicant’s information, processing payroll, or providing similar services on behalf of Hunt & Henriques law firm or its service providers
- Undertaking internal research for technological development and demonstration
- Undertaking activities to verify or maintain the quality or safety of a service that is owned or controlled by Hunt & Henriques law firm.

Changes to This CCPA Disclosure

We may change or update this CCPA Disclosure in the future. When we do, we will post the revised CCPA Disclosure To Employees and Applicants on our website. This CCPA Disclosure was last updated and became effective on February 10, 2021.