

California Applicant Privacy Notice

Effective Date: March 20th, 2025

Introduction

This California Applicant Privacy Notice (“**Applicant Notice**”) describes how LEOTEK Electronics USA LLC its subsidiaries and affiliates (“**LEOTEK**,” “**us**,” “**our**,” or “**we**”) collects, uses, discloses, and otherwise processes the Personal Information of California residents in connection with our recruitment and hiring activities (“**Applicants**”), including through <https://leotek.com/careers/> (our “**Site**”) or through other third party job search websites, such as LinkedIn, pursuant to the California Consumer Privacy Act (“**CCPA**”). Please read this Applicant Notice to fully understand what Personal Information we collect, how we collect and use that Personal Information, and how we protect your Personal Information.

As used in this Applicant Notice, “**Personal Information**” means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with an Applicant. Personal Information includes sensitive Personal Information, but does not include publicly available, deidentified, or aggregated information. All other terms defined in the CCPA or its implementing regulations have the same meanings when used in this Applicant Notice.

Unless otherwise noted, this Applicant Notice describes our current practices, as well as our practices in the preceding 12 months.

Applicant Personal Information We Collect

LEOTEK obtains Personal Information about Applicants through various methods, including from you when you participate in the recruitment process; automatically when you visit our Site; from vendors that help us operate our business; from internet resources, including social media and other websites; and from other sources, such as your references, previous employers, schools, public authorities, recruiters or recruitment services, or public resources.

LEOTEK obtains the following categories of Personal Information about Applicants. Note that the Personal Information we collect about you may vary depending on the nature of your interactions with us and may not include all of the examples listed below.

- **Identifiers**, such as name, alias, postal address, unique personal identifier, online identifier, IP address, email address, account name, and other similar identifiers. We also may collect sensitive Personal Information, such as social security, driver’s license, state identification card, or passport number.
- **Personal Information described in Cal. Civ. Code § 1798.80(e)**, such as a signature, telephone number, education, employment, and employment history. We may also collect sensitive Personal Information, such as information concerning your health and accommodations you may request.
- **Characteristics of protected classifications under California or federal law**, such as gender, age, date of birth, and veteran status. We also may collect sensitive Personal Information, such as citizenship or immigration status.

- **Internet or other electronic network activity information**, such as internet or other similar activity, browsing history, search history, information on interactions with our Site, device data, or social media account information.
- **Professional or employment-related information**, such as certificates and degrees obtained; languages spoken and skills; software experience; professional memberships; summaries of strengths and technical areas of expertise; work history information, including current and previous employers and positions held, dates, locations, supervisors, and responsibilities; resume and cover letter information; education information, including schools attended and performance records; military service information, including location, active duty status, date of separation, and program participation; information contained in documents and other resources you choose to share with us; information obtained from references; and background check information.
- **Inferences** drawn from any other category of Personal Information and used to create a profile reflecting potential or probable preferences, characteristics, behavior, abilities, attitudes, intelligence, aptitudes, or other similar predispositions.

How We Process Applicant Personal Information

We may use or otherwise process the Personal Information described above for the following purposes:

- **Recruiting and hiring activities**, such as opening and maintaining your application records; administering your recruitment, including communicating with you regarding the recruitment process; managing Applicant events; making hiring decisions; assessing qualifications; tracking Applicants during the recruiting process; and carrying out interviews.
- **Technology and security purposes**, such as facilitating your use of our Site; improving our Site and providing you with a better application experience; managing the security of our premises and systems; and preventing, investigating, identifying, or taking other actions regarding suspected or actual fraudulent or illegal activity, or any activity that violates or may violate applicable laws, regulations, or legal process, or our policies.
- **Complying with and administering legal obligations**, such as fulfilling work authorization, identity verification, immigration, audit, health, safety, employment, and other legal requirements; providing reasonable accommodations; complying with applicable laws, regulations, or legal process; and preventing, investigating, identifying, or taking other action regarding legal claims, compliance, regulatory, and investigative activities.

How We Disclose Applicant Personal Information

We may disclose Applicant Personal Information to the following parties, as described below and for the purposes set out above:

- **LEOTEK subsidiaries and affiliates** for conducting recruiting and hiring activities and carrying out our business operations.

- **Vendors** for conducting recruiting and hiring activities, complying with applicable laws and employment-related requirements, and for other services that support our business.
- **Reference and verification providers** when we request information from recruitment agencies, individual references, former employers, background check providers, and other parties that provide information related to your candidacy.
- **Law enforcement agencies, professional advisors, courts, regulators, and other government agencies** to comply with reporting obligations, such as anti-discrimination laws; legal processes, such as court orders, subpoenas; or other legal requirements of any governmental authority, in connection with threatened or actual litigation, to protect our legal rights or property, to protect the legal rights or property or physical security of others, or for the prevention or detection of crime.
- **Parties to corporate transactions, including acquiring or acquired entities**, as part of a corporate transaction or proceeding, such as a merger, financing, acquisition, bankruptcy, dissolution, or a transfer, divestiture, or sale of all or a portion of a business or assets.

How Long We Retain Applicant Personal Information

Your Personal Information is retained by LEOTEK to the extent necessary for the performance of our obligations, to achieve the purposes for which the Personal Information is collected, or as otherwise permitted by law. Generally, Personal Information is retained for as long as one of the following apply: your Personal Information is reasonably necessary to manage our operations, manage our relationships with Applicants, or satisfy another purpose for which we collected the information; your Personal Information is reasonably necessary to carry out a disclosed purpose that is reasonably compatible with the context in which the Personal Information was collected; or your Personal Information is reasonably required to protect or defend our rights or property.

Where Personal Information is used for more than one purpose, we will retain it until the purpose with the latest period expires.

California Privacy Rights

As California residents, Applicants have the following privacy rights related to Personal Information:

- **Right to know** what Personal Information we have collected about you, including:
 - The categories of Personal Information;
 - The categories of sources from which the Personal Information is collected;
 - The business purpose for collecting Personal Information;
 - The categories of recipients to whom we disclose Personal Information; and
 - The specific pieces of Personal Information we have collected about you.
- **Right to request that we delete** the Personal Information we collected from you, subject to certain exceptions.

- **Right to request that we correct** inaccurate Personal Information that we maintain about you.

We do not sell Applicant Personal Information or share Applicant Personal Information for cross-context behavioral advertising, so we do not offer a way for you to submit such a request. We do not use or disclose sensitive Personal Information for purposes to which the right to limit use and disclosure applies under the CCPA. We do not currently engage in automated decision-making as defined by the CCPA.

We will not discriminate against you for exercising your privacy rights.

To exercise any of these rights, please call us at (408) 380-1788 ext. 127 or submit a request to Leotek-US_peopleteam@leotek.com. Please note that when submitting a request, you may be asked to provide information so we can verify your identity before action is taken. You may designate an authorized agent to make the request on your behalf. An authorized agent must submit proof to us that he or she has been authorized by you to act on your behalf, and you may still need to verify your identity directly with us before we can process the request.

Updates to this Applicant Notice

We may update this Applicant Notice from time to time. If we make any changes, the updated Applicant Notice will be posted to this Site with a revised Effective Date. We encourage you to periodically review this Applicant Notice for the latest information on our privacy practices.

Contact Us

If you have any questions about this Applicant Notice, you may contact us at Leotek-US_peopleteam@leotek.com.