

## EMPLOYMENT APPLICANT PRIVACY NOTICE

The purpose of this Employment Applicant Privacy Notice (“**Notice**”) is to inform individuals who inquire about and/or apply for employment with Jordano’s (“**Jordano’s**”, “**the Company**” or “**we**” or “**us**”) of the categories of personal information we collect from job applicant and the purposes for which we use such personal information. This notice is intended to comply with all applicable laws, such as the California Consumer Privacy Act. If any provision below conflicts with a legal requirement, then the Company will comply with the applicable law.

### 1. Collection and Use of Candidate Personal Information

The Company collects, uses, and discloses Personal Information about job candidates for business purposes only and consistent with applicable laws. Where the Company discloses Personal Information to third parties, it does so for the same business purposes described below and, where appropriate, requires that such parties maintain its confidentiality and maintain appropriate systems and processes to ensure its security and protection.

We may collect and use the following categories of Personal Information about you to when you inquire about and/or apply for employment at the Company:

<b>Category of Personal Information</b>	<b>How we use it</b>
<b>Signatures:</b> such as your signature on your employment application, offer letter, if any, and other forms or agreements.	We use this information to affirm your submission of materials, receipt of materials, and/or agreements with the Company.
<b>Contact information:</b> such as your name, home and work address, personal and work telephone numbers, personal and work email addresses.	We will use this information to open and maintain employment application records and communicate with you regarding your interest in a job opportunity with us, your application for employment, or updates on your candidacy.
<b>Job-related information and qualifications:</b> such as position applied for, previous job roles, education, awards, qualifications, certificates, licenses, financial relationships, and any other information you choose to provide in your resume and/or application or during job interviews.	We will use this information to assess your suitability for a position at the Company.
<b>National identification information:</b> such as your country of birth or the country where you are a registered national or citizen, and any visa or other right to work.	We will use this information to determine your eligibility to work and fulfill our obligations to relevant government authorities.
<b>Information for background checks and screening:</b> such as your full name and any prior maiden name, your Social Security Number, your current and prior home addresses, your age, your driver’s license number.	We will use this to procure background checks and to determine your suitability for certain job roles (to the extent permitted or required by law).

Category of Personal Information	How we use it
<b>And results of background checks and screening</b> , such as education verification and criminal records and driver’s license checks.	
<b>References:</b> such as opinions and comments of any previous employers.	We will use this to determine your suitability for certain job roles.
<b>Equal opportunities monitoring information:</b> such as your race, color, age, gender, ethnicity, religion and sexual orientation.	We will use this to conduct equal opportunity and diversity monitoring where permitted or required by law.
<p><b>Information for post-offer/pre-employment drug tests and/or physical exams:</b> such as your name, medical history, evidence of consent to testing.</p> <p><b>And results of drug tests and employment physicals</b>, such as positive or negative drug test reports, descriptions of physical restrictions and/or job duties impacted by physical limitations, and possible accommodations.</p>	We will use this information to assess suitability for employment, your ability to safely and effectively perform key job duties, and possible accommodations for physical limitations that may affect your ability to perform essential job duties.

## 2. Additional Purposes for Using Personal Information

In addition to the uses set forth above, the Company may use and share the categories of Personal Information identified:

- To comply with applicable legal and regulatory requests and obligations (including investigations).
- To establish or defend legal claims and allegations.
- For security or the prevention, detection, or investigation of fraud, suspected or actual illegal activity, or other misconduct.
- To seek advice from lawyers, auditors and other professional advisers.

## 3. Questions

If you have any questions about this Notice, or to request this Notice in another format, please contact the Human Resources Department at [hr@jordanos.com](mailto:hr@jordanos.com).