

Applicant Data Protection Notice

Last Revised and Effective Date: July 31, 2023

Amperity, Inc., together with its affiliated entities, including but not limited to Amperity UK Limited and Amperity Australia Pty Ltd (together, “Amperity,” “we,” “us,” “our”), are committed to collecting and processing your personal data responsibly and in compliance with applicable data protection laws in all countries in which Amperity operates. This Applicant Data Protection Notice (“Notice”) applies to the information that Amperity collects to facilitate your job application and includes your use of our careers websites at [Amperity Careers](#) and [Amperity Jobs on Greenhouse.io](#) (together, “Careers Website”).

The Notice describes the types of Personal Data that Amperity collects, how we use and share it, and the rights available to you. This Notice also describes the measures Amperity takes to protect the security of the data and how you can contact us about our data protection practices.

Please read this Notice carefully. By submitting your application, resume and/or CV using the Careers Website, your Personal Data will be handled in accordance with this Notice. We encourage you to read this Notice in full so that you are fully informed about the manner in which we collect, use, store, or otherwise process your Personal Data as well as your privacy rights. If you want to skip to a particular section of this Notice, please refer to the table of contents below.

1. Identifying the Controller of your Personal Data

The term “Personal Data” refers to any information that, alone or in combination with other information, directly or indirectly identifies you or can be associated with you, and that you have provided to us as part of your registration and application via this recruitment platform (i.e., your application and applicant profile). Whenever Amperity or an affiliate collects, uses or transfers your Personal Data for its own purposes, that affiliate is considered a controller of the Personal Data and is primarily responsible for meeting the requirements of applicable data privacy and protection laws.

Unless informed otherwise at the time your Personal Data is collected, the affiliate acting as a controller of your Personal Data will be the one located in the country where you apply. For more information on who is responsible for the collection and processing of your data described in this Notice, please see the “[Contact Us](#)” section below.

2. What Personal Data We Collect

Depending on the position for which you apply, we may collect the following Personal Data concerning you:

- Your legal name, preferred names and pronouns, physical address, e-mail address, phone number;
- Your resume, CV, cover letter;
- Educational background, school transcripts, professional certifications, writing sample (if applicable);
- Current position, job qualifications, professional and other work-related licenses;
- The position for which you would like to submit an application, details of how you heard about the position for which you are applying, desired salary;
- Name and contact details of your recruiter (if any);
- Employment references or referrals;
- Information collected during in-person, online, or phone interviews;
- Information relating to any previous applications you may have submitted or your current/prior work experience with us;
- Your veteran status;
- Your photo or image;
- Your language skills and proficiency; and
- Any other information you elect to provide as an applicant.

As a part of the application process, you may be asked questions about your willingness to submit to a background or criminal record check as permitted by applicable law. Information about you also may be collected from third parties, for example, in connection with a background check or employment confirmation, and/or employment references, where permitted by applicable law.

If you provide us with Personal Data of a reference or any other individual as part of your application, it is your responsibility to obtain consent from that individual prior to providing the information to us.

3. How We Collect and Hold Your Personal Data

Your provision of Personal Data in connection with a job application is generally voluntary. If the collection of any of your Personal Data is mandatory – for example, to complete an application on our Site – we will let you know this before we collect it, as well as the consequences of failing to provide us with this information (if any).

Amperity may collect your Personal Data when you make an application in the following ways:

- **Online.** When you apply online using the Careers Websites;
- **By Email.** When you send your resume, CV, job application, and other information directly to an Amperity representative;
- **Using Social Media.** When you link to the Careers Websites using your LinkedIn social media profile.
- **From Recruiters or Referrals.** Your Personal Data may be shared with us by recruiters and third-party referrals.

We may hold your Personal Data in various forms, including:

- **Electronic Storage.** In an electronic record system or electronic database; and
- **Other Data Management Software or Systems.** In accordance with usual business and hiring practices.

Information about you also may be collected from third parties, for example, in connection with a background check, security verification, employment confirmation, and/or employment references, or pre-employment medical screenings, in each case where permitted by applicable law. If you provide us with Personal Data of a reference or any other individual as part of your application (for example, an emergency contact or details of next of kin), it is your responsibility to obtain consent from that individual prior to providing the information to us and to inform them of the contents of this Notice.

4. Why We Use Your Personal Data

Your Personal Data will be used to assess your suitability for the position to be filled and to perform administrative tasks relating to your possible hiring. We will evaluate your credentials for available job opportunities or for a specific job opportunity selected by you.

We will process your Personal Data to administer and manage your application and for the other purposes described in this Notice. Specifically, we process your Personal Data to potentially enter into an employment contract or other contractual relationship with you, or with your consent, depending on the jurisdiction in which you reside. This includes processing for the following reasons:

- Process your application for employment or to render services to us;
- Communicate with you, interview you and take preparatory steps where necessary to enter a contract with you;
- Respond to your inquiries, including on the Careers Websites;
- Assess your qualifications for a particular position (including to interview, screen, and evaluate you);
- Verify your identity and employment eligibility;
- Verify employment references and referrals;
- If you are offered a position, conduct criminal, and credit background checks (if and to the extent necessary with respect to the respective function of the employee); and
- To analyze and improve our application and recruitment process.

We may process your Personal Data where this is necessary for our legitimate interests (unless these are overridden by your interests or fundamental rights and freedoms and subject to, where required by applicable law, your consent), including:

- To manage record-keeping and reporting obligations in connection with our applicant pool;
- To process reimbursements for any expenses incurred for travel during the interview process;
- To share information with Amperity affiliates in accordance with this Notice as necessary for global management purposes in connection with your application and/or the administration of our applicant pool; and
- To comply with applicable laws and regulations, including outside your jurisdiction.

If you are selected for the position for which you applied, we may process your Personal Data with your consent to the extent and for the duration permitted by applicable law to include you in our talent pool and inform you about other openings and job opportunities with us.

Furthermore, we may process your Personal Data where necessary to comply with applicable law in your jurisdiction.

To the extent you provide us with sensitive Personal Data, we may process your sensitive Personal Data:

- To carry out our obligations and exercise our or your specific rights in the fields of employment, social security and social protection law, to the extent permitted by applicable law, or on the basis of a collective agreement providing for appropriate safeguards for your fundamental rights and interests, to the extent permitted by applicable law;
- Where necessary for the establishment, exercise or defense of legal claims, or whenever courts are acting in their judicial capacity; and
- For the purpose of preventative or occupational medicine and the assessment of your working capacity, by or under the responsibility of a professional/person subject to a legal obligation of secrecy, pursuant to applicable law.

We do not engage in automated decision making or profiling practices. We will not use your Personal Data for any other purpose incompatible with the purposes described in this Notice, unless it is required or authorized by law, with your consent, or is in your own vital interest (e.g., in the case of a medical emergency).

Other Uses. We may combine the information we collect (“aggregate”) to limit or prevent identification of any particular individual to help with certain goals, such as research and recruiting. Once such information has been aggregated and anonymized such that it is no longer considered Personal Data under applicable data protection law, this Notice shall no longer apply to such aggregated and anonymized information.

5. Who Has Access to Your Personal Data

We only grant access to Personal Data on a need-to-know basis. Authorized recruiters, interviewing Amperity employees or their designees, HR personnel responsible for the job openings, and IT staff as may be required to manage the Careers Websites. Some of these people may be located in different jurisdictions, and as such, your Personal Data may be shared globally.

We also may share your Personal Data with selected service providers, such as third-party data processors assisting Amperity with the operation of the Careers Websites. These service providers will be required to use appropriate measures to protect the confidentiality and security of Personal Data, as explained in Section 6 (“[Cross-Border Data Transfers](#)”) below.

We also may need to share your Personal Data with other third parties such as recruiters, references or referrals, agencies that facilitate background checks, or consultants for the following reasons:

- When it is necessary to involve a third-party service provider to facilitate or extend recruitment services, background check processing, and similar services;
- When explicitly requested by you;
- As required by a court order or any other legal or regulatory requirement, including in response to requests from public and government authorities outside your country of residence;
- As required in the event of any reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of our business;
- To protect our operations or those of any of our affiliates;
- To protect our rights, privacy, safety or property, or that of our affiliates, you or others; and
- To comply with or in accordance with applicable law.

If we hire you, your Personal Data will become part of your employment file at Amperity.

We do not collect or compile Personal Data for dissemination or sale to third parties for consumer marketing purposes.

6. Cross-Border Data Transfers

The Careers Website allows you to benefit from Amperity's centralized global recruitment function, while applying for jobs worldwide. The Careers Website is operated from the United States. Accordingly, any Personal Data you submit to the Careers Websites will be collected in the United States and will be subject to U.S. laws, notwithstanding the possible additional applicability of laws in your country of establishment.

Amperity operates worldwide, including in the U.S., the UK, and Australia. As such, we may share your Personal Data among different Amperity offices in order to fulfil the purposes described in this Notice. This may imply a transfer to countries where the local laws do not provide the same level of personal data protection as the country of your residence and/or the country where you are seeking employment.

Amperity transfers your Personal Data across country borders. To safeguard your information, Amperity has entered into an Intercompany Data Transfer Agreement, under the terms of which all data importers must process and protect all Personal Data received in accordance with standard contractual clauses (the "Clauses"), as approved by the European Commission and/or the United Kingdom authorities (as appropriate), and otherwise designed to ensure

compliance with all applicable privacy laws, including those in the United States, the United Kingdom, and Australia.

The transfers of data to third-party service providers are secured by implementing the safeguards required under the applicable data protection law, including via contractual arrangements between third-party service provider and Amperity. Third-party service providers are expected to protect the confidentiality and security of Personal Data, and only use Personal Data for providing services to Amperity, and in compliance with applicable privacy laws, including those in the United States, the United Kingdom, and Australia.

Contact Amperity at the contact details provided in Section 14 ("[Contact Us](#)") below to obtain a redacted copy of the Clauses or relevant data transfer agreements (excluding commercial terms).

7. Security and Integrity of Your Personal Data

Amperity maintains appropriate physical, procedural, administrative, organizational and technical security measures intended to prevent loss, misuse, unauthorized access, disclosure, or modification of your Personal Data under our control. To comply with data protection laws and our internal policies, we address information security at all appropriate technology infrastructure points.

While we endeavor to protect the security and integrity of the Personal Data we collect, we cannot guarantee or warrant that any information, during transmission through the Internet or while stored on our system or otherwise in our care, is 100% secure from intrusion by others. If you have reason to believe that your interaction with us is no longer secure, please immediately notify us of the problem by contacting us in accordance Section 14 ("[Contact Us](#)") below.

It is your sole responsibility to use the appropriate level of care whenever you communicate with us.

8. How Long We Retain Your Personal Data

We retain Personal Data for the period necessary to fulfil the purposes outlined in this Notice, based on customary human resource practices and in accordance with applicable legal and regulatory requirements.

If you are selected for a position, your Personal Data will at least be retained during the term of your employment (extended by the applicable statute of limitation and applicable statutory data retention obligations, as the case may be).

If you are not selected for the position for which you applied, or if you did not apply for a specific position, we will retain your Personal Data for only for long as required for the specific application or for a transition period (e.g., the compliance of Amperity's obligations regarding data retention under applicable law or as long as data is permitted under applicable law. In addition, we may retain your Personal Data for two years in order to consider whether your skills are suitable for other job opportunities. Otherwise, if you have not had any contact with us during that period, we will delete your information.

Contact us using the contact details at Section 14 ("[Contact Us](#)") below to learn more about our retention policies, withdraw your application for employment, provide your consent for continued retention of your Personal Data after the end of the recruitment process, or to request us to purge your Personal Data. Please note that applicable law may require that we retain your Personal Data for a specific period even if you request that we do not consider your candidacy for employment.

9. Your Privacy Rights and How to Submit Privacy and Data Protection Inquiries and Complaints

To the extent required by applicable law, you are entitled to obtain access to information on the processing of your Personal Data, to object to processing of your Personal Data, limit use of your sensitive Personal Data, make use of your right to data portability, and to have your Personal Data rectified or deleted or their processing restricted. You also are entitled to withdraw any consent that you might have given with respect to the processing of your Personal Data at any time with future effect. These are known as "Data Subject Rights." More information regarding each of your Data Subject Rights can be found in Attachment A.

If you would like to exercise your Data Subjects Rights or learn more about the processing of your Personal Data, please contact us under Section 14 ("[Contact Us](#)"). Amperity will respond to your request(s) as soon as reasonably practicable, but in any case, within the legally required period of time.

If you are not satisfied with our response or believe that your Personal Data is not being processed in accordance with the law, you also may contact or lodge a complaint with the competent supervisory authority or seek other remedies under applicable law.

10. Updating Your Personal Data

You have an obligation to keep your Personal Data up to date and inform us of any significant changes to your Personal Data. Please contact privacy@amperity.com or contact listed in Section 14 ("[Contact Us](#)") below if there are any changes in your Personal Data.

11. Legal Effect and Changes to this Notice

This Notice is not, nor is it intended to be, a contract, nor does it otherwise create any legal rights or obligations. Accordingly, Amperity, in its sole and absolute discretion, may amend, interpret, modify or withdraw any portion of this and related practices, in accordance with applicable law. Any change in this Notice will apply to all Personal Data in our possession regardless of whether such Personal Data was obtained before or after any such Notice change. If you need clarification regarding any aspect of this Notice, please contact us at the information provided in Section 14 ("[Contact Us](#)") below.

12. Cookies

The Careers Website uses cookies to collect information that identifies your device including your operating system, your IP addresses, browser type and language, referring pages and URLs, keywords, date and time, and what sections of the Careers Website you visit and the actions you take. We use four categories of cookies: essential, functional, performance, and targeting/third party cookies. For more information on the cookies we use and how you can opt-out or make preferences with respect to the cookies, please see our [cookie declaration](#).

13. Other Important Provisions

Except where permitted by local law, the Careers Websites are not intended for individuals under the age of 18.

14. Contact Us

If you have any questions or concerns regarding this Notice, Amperity's processing of your personal data or to exercise your Data Subjects Rights as outlined in Section 9 above, please contact the Amperity Global Data Protection Office at privacy@amperity.com.

Affiliate Locations		
Amperity, Inc. 701 5th Ave 26th floor Seattle, WA 98104 legal@amperity.com	Amperity UK Limited 85 Great Portland Street, First Floor LONDON W1W 7LT ENGLAND	Amperity Australia Pty Ltd C/O Hall Chadwick Level 14 440 Collins Street Melbourne, Victoria 3000 AUSTRALIA

Effective Date	Version No.	Previous Revision
July 31, 2023	1	N/A

Attachment A

Data Subjects Rights

Right to Access	<p>You are entitled to obtain confirmation from Amperity as to whether any personal data concerning you is processed by Amperity.</p> <p>This includes the right to access such personal data, to obtain a copy of it free of charge (except for repetitive or excessive requests), unless otherwise provided for under applicable data protection laws, and to be provided with a description of main features of the processing implemented in relation to your personal data, including:</p> <ul style="list-style-type: none">(i) Purposes of such processing;(ii) Categories of personal data concerned;(iii) Recipients or categories of recipients of personal data, in particular recipients in countries outside your country;(iv) The envisaged retention period or, if not possible, the criteria used to determine it;(v) Existence of the right to request rectification or erasure of personal data, as well as the right to object to or request restriction of processing;(vi) The right to lodge a complaint with a supervisory authority;(vii) Information relating to any third-party source of personal data if the data were not collected from you; and(viii) The existence, the logic involved, the significance and the consequences of any automated decisions, including profiling. <p>Where personal data is transferred outside your country, you will be informed of the appropriate safeguards relating to such transfer.</p>
Right to Rectify	<p>You have the right to obtain from Amperity without undue delay the rectification of inaccurate, incomplete or outdated personal data concerning you.</p>

Right to Delete/Erasure	<p>You have the right to obtain from Amperity without undue delay the erasure of your personal data, except in the situations provided under applicable data protection laws. For example, where:</p> <ul style="list-style-type: none"> (i) Personal data is no longer necessary in relation to the purpose(s) for which it was collected or otherwise processed; (ii) You withdraw the consent on which the processing was based, and there are no other legal grounds for the processing; (iii) You object to the processing, as provided below; (iv) Your personal data has been unlawfully processed; (v) Your personal data has to be erased for compliance with a legal obligation under applicable data protection laws. <p>Amperity may refuse the erasure of personal data if the processing of such data is necessary for:</p> <ul style="list-style-type: none"> (i) Exercising the right of freedom of expression and information; (ii) Compliance with a legal obligation which requires processing by applicable data protection laws or for the performance of a task carried out in the public interest; (iii) Reasons of public interest in the area of public health, scientific or historical research purposes or statistical purposes; or (iv) Establishment, exercise or defense of legal claims.
Right to Restrict	<p>You have the right to restrict the processing of your personal data in the following cases:</p> <ul style="list-style-type: none"> (i) Where you claim inaccuracy of your personal data processed by us (the restriction being provided for a period enabling Amperity to verify the accuracy); (ii) Where the processing appears unlawful, and you oppose the erasure and request the restriction of use of your personal data instead; (iii) Where Amperity does not need such personal data for the purposes of processing, but such personal data is required by

	<p>you for the establishment, exercise or defense of legal claims; and</p> <p>(iv) Where an objection is raised by you in relation to the processing, pending the verification whether the legitimate grounds of Amperity override those of you.</p> <p>When you have obtained from us a restriction of processing of your personal data, you will be informed by us prior to the lifting of such restriction.</p>
Right to Limit Use of Sensitive Personal Data	<p>Subject to applicable data protection laws, you have the right to direct Amperity to limit use of your sensitive personal data only to the extent necessary to carry out the limited purpose for which it was collected, and for limited business purposes related to information security, business operations, and to verify the quality of or improve products and services.</p>
Right to Object	<p>As a general matter, you have the right to object, at any time and on legitimate grounds relating to your particular situation, to the processing of your personal data.</p> <p>Provided that such objection is justified, Amperity will no longer process the personal data concerned unless we can demonstrate compelling legitimate grounds for the processing which override your interests.</p>
Right to Data Portability	<p>Where the processing is based on your consent or on your employment contract, and where such processing is carried out by automated means, you can request from Amperity:</p> <ul style="list-style-type: none"> (i) to communicate to you the personal data concerning you, in a structured, commonly used and machine-readable format, in order to be able to further transmit such personal data to another data controller, or (ii) to directly transmit such personal data to such other data controller, if technically feasible.

Right to Withdraw Consent	Where the processing of your personal data is based on consent, you have the right to withdraw such consent at any time without affecting the lawfulness of processing based on consent before its withdrawal.
Right to lodge a complaint	You have the right to lodge a complaint with the competent supervisory authority.

California

If you are a resident of California, the California Consumer Privacy Act (CCPA) and California Privacy Rights Act (CPRA) provide you with the following specific rights regarding your personal data:

Right to Know/Access/Portability	Pursuant to your right to know under California law, we have disclosed in the Notice all types and categories of personal data collected.
Right to Delete	<p>You have the right to request that we delete any of your personal data that we collected from you and retained.</p> <p>Once we receive and confirm your verifiable consumer request, we will conduct a reasonable search of our records to locate any personal data we have collected about you that is eligible for deletion and delete such personal data. Further, we will also notify all third parties to whom we sold or shared your personal data, to delete your personal data, unless this proves impossible or involves disproportionate effort. However, note that we may not be able to comply entirely with your request to delete all of your personal data as set forth under the CCPA and CPRA.</p>
Right to Opt-out	<p>You have the right, at any time, to opt out of the sale or sharing of your personal data, and to request information about whether we have sold your personal data in the past twelve (12) months.</p> <p>Please note, however, Amperity does not “sell” or “share” your personal data.</p> <p>For more information regarding to whom your information is shared for administration of your relationship with us, please see the “Contact Us” section of the Notice.</p>
Right of No Retaliation	We will not discriminate against you for exercising your rights stated herein, and in the CCPA and CPRA.

Right to Limit Use or Disclosure of Sensitive Personal Data	<p>You have the right, at any time, to request that we limit our use or disclosure of your sensitive personal data that we use or retain.</p>
Right to Correct Inaccurate Information	<p>You have the right to request that we correct any of your inaccurate personal data that we maintain.</p> <p>Once we receive and confirm your verifiable request, we will use commercially reasonable efforts to correct the inaccurate personal data at your direction.</p>

Australia Rider

You consent that subclause 8.1 of the Australian Privacy Principles does not apply to the disclosure of your Personal Data by Amperity to any recipient located outside of Australia ("Overseas Recipient") such that if any Overseas Recipient handles your Personal Data in breach of the Australian Privacy Principles, Amperity will not be accountable under the Privacy Act 1988 (Cth) ("Privacy Act") and you will not be able to seek redress under the Privacy Act.