

California Recruitment Privacy Notice

Last Updated: December 11, 2024

1. Introduction

This California Recruitment Privacy Notice (this “**CA Recruitment Notice**”) describes how Sift Science, Inc. and our subsidiaries (“**Sift,**” “**we,**” or “**us**”), collect and use your Personal Information as part of our recruiting process. This CA Recruitment Notice applies only to California residents who are engaging in our recruiting process and provides information required by the California Consumer Privacy Act, as amended or replaced from time to time, along with any implementing regulations (“CCPA”). Non-California residents should refer to the Global Recruitment Privacy Notice. Any capitalized term not defined in this CA Recruitment Notice shall have the meaning given to it by the CCPA.

If you have questions about this CA Recruitment Notice, please contact us using the contact details in the contact section below.

2. Types of Personal Information we collect

Under the CCPA, we are required to provide you with the “categories” of Personal Information we have collected in the last twelve months. The categories of Personal Information that we collected in the last twelve months are:

- *Identifiers* – such as your name, address, and phone number.
- *Professional or Employment-Related Data* – such as academic/professional qualifications, education, CV/résumé, references.
- *Characteristics Protected under California or federal law* – such as gender, age, and criminal records (when permitted by law).
- *Audio, electronic, visual, or similar information* – such as CCTV footage (such as, if you visit our office in San Francisco).
- *Sensitive Personal Information* – such as your nationality, racial and ethnic origin, sexual orientation, religion, and disability.
- *Other Information* – such as your emergency contact information and information on your next of kin.

3. Sources of Personal Information

Some of the Personal Information that we collect about you comes from you. For example, you tell us your contact details. Other Personal Information about you is generated from references and third party companies such as recruitment agencies.

4. Purposes for collecting Personal Information

1. *Recruitment*

If you are applying for a role at Sift, we collect and use this Personal Information primarily for recruitment purposes – in particular, to determine your qualifications for employment and to reach a hiring decision. This includes assessing your skills, qualifications, and background for a particular role, verifying your information, carrying out reference checks or background checks (where applicable), and to generally manage the hiring process and communicate with you about it. If relevant, we may also process information concerning your health, any disability and in connection with any adjustments to working arrangements.

2. *Contacting you or others on your behalf*

We may use your Personal Information to contact you or reach out to others including your references or next of kin.

3. *Security*

We may use your Personal Information, such as CCTV footage, to assess and maintain the security of our offices and facilities.

4. *Monitoring of diversity and equal opportunities*

In some circumstances, we may need to collect, or request on a voluntary disclosure basis, some Personal Information for equal opportunities monitoring, to uphold our commitments to diversity and inclusion, to comply with anti-discrimination laws, or for government reporting obligations.

Sift does not:

- “Sell” your Personal Information or “Share” (for cross-context behavioral advertising) your Personal Information as those terms are defined by CCPA;
- Have actual knowledge that Sift Sells or Shares Personal Information of consumers under 16 years of age; or
- Use or disclose your Sensitive Personal Information for purposes other than those set forth in by the CCPA.

5. Who we disclose your Personal Information to for business or commercial purposes

We may disclose each category of Personal Information we collect with other members of the Sift entity group and to third parties who provide services to us on a "need to know basis" for the purposes specified in Section 4 above.

6. Retention Periods

If you are successful in your application your Personal Information will be kept on your personnel file. If you are unsuccessful, your Personal Information will normally be destroyed twenty-four months after you have been informed that you were unsuccessful. Irrelevant Personal Information such as video surveillance or CCTV images, if applicable, may be deleted after a short period.

7. Your Rights Under California law

The CCPA provides you certain rights regarding your Personal Information including:

- The 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 or commercial purpose for collecting, selling, or sharing Personal Information, the categories of third parties to whom we disclose Personal Information, and the specific pieces of Personal Information we have collected about you.
- The right to obtain a copy of this data.
- The right to delete Personal Information that we have collected from you, subject to certain exceptions.
- The right to correct inaccurate Personal Information that we maintain about you.
- The right not to receive discriminatory treatment or be retaliated against for exercising your rights under the CCPA.

8. Exercising Your Rights

You may exercise your rights under California law by submitting a request by one of the following methods: (i) send an email to us at privacy@sift.com, (ii) complete this webform, or (iii) call us toll-free at 877-571-0124. To protect your privacy and security, we may need to take reasonable steps to verify your identity before responding to your request. Specifically, we (or our third party service provider acting on our behalf) may need to collect a copy of your photo ID and any other information necessary to confirm your identity. Such information will be securely processed in accordance with this CA Recruitment Notice and only used for the purpose of verifying your identity.

You may authorize another person (your “agent”) to submit a request on your behalf through the methods described above. Your authorized agent should submit proof that you gave the agent signed permission to submit the request. We may still require you to directly verify your identity and directly confirm that you have provided the authorized agent permission to submit the request.

9. Contact Details

1. For more information to address any requests relating to this CA Recruitment Notice, please contact us at privacy@sift.com.