



## California Job Applicant Privacy Notice

This California Job Applicant Privacy Notice ("Notice") describes how our Company collects, uses, discloses, and retains personal information about California residents who apply for employment with us ("Applicants"). This Notice is provided in accordance with the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act of 2020 (collectively, "CCPA").

### 1. Categories of Personal Information We Collect

We may collect the following categories of personal information during the recruitment and application process:

| Category                                              | Examples of Data Collected                                                                                                                                                                                             |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Identifiers</b>                                    | Real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, and account name.                                                                           |
| <b>Professional or Employment-Related Information</b> | Resume, cover letter, employment history, job preferences, professional licenses/certifications, and references.                                                                                                       |
| <b>Education Information</b>                          | Academic transcripts, degrees earned, schools attended, and graduation dates.                                                                                                                                          |
| <b>Sensory Data</b>                                   | Voicemails, audio/video recordings of interviews (where applicable and with consent).                                                                                                                                  |
| <b>Protected Classifications</b>                      | Voluntarily provided demographic information such as race, gender, veteran status for reporting and diversity purposes.                                                                                                |
| <b>Sensitive Personal Information</b>                 | Authorization for employment in the United States, Government identifiers (e.g., SSN, driver's license number if required for background screening at later stages), and login credentials for the application portal. |

### 2. Purposes for Using Your Personal Information

We use the personal information collected from you for the following operational and recruitment purposes:

- To evaluate your qualifications, skills, and suitability for employment.
- To communicate with you regarding your application, upcoming interviews, and updates on the recruitment process.
- To conduct background, reference, and credit checks, where legally permissible and relevant to the role.
- To comply with applicable federal, state, and local laws and regulations (e.g., Equal Employment Opportunity monitoring).
- To improve our recruitment and application tools, including our Applicant Tracking System (ATS).



### 3. Disclosures and Sharing of Personal Information

We do not sell your personal information or share it for cross-context behavioral advertising. We may disclose your information to trusted third-party service providers (such as ATS providers, background check vendors, and IT infrastructure supports) solely to assist us in managing the application workflow.

### 4. Data Retention Period

We retain your personal information for as long as necessary to fulfill the recruitment purposes outlined in this Notice or as required by applicable laws. For unsuccessful candidates, information is generally retained for a period of up to four (4) years from the date of final decision to satisfy statutory record-keeping regulations, unless a longer retention period is mutually agreed upon or legally mandated.

### 5. Your CCPA Rights as an Applicant

California residents have specific rights regarding their personal information, subject to certain exceptions. These rights include:

- **Right to Know/Access:** You have the right to request disclosure of the categories and specific pieces of personal information we have collected about you.
- **Right to Delete:** You have the right to request that we delete personal information collected from you, subject to business necessity or statutory compliance exceptions. Your right to request deletion is limited because the Company is required by law to retain certain information such as your personal contact data and tax forms.
- **Right to Correct:** You can request that we correct inaccurate personal information that we maintain about you.
- **Right to Non-Discrimination:** We will not discriminate or retaliate against you for exercising any of your CCPA privacy rights.

### 6. How to Exercise Your Rights

To exercise any of your privacy rights, please submit a verifiable request via email to:

[ats-ml-humanresources@astronics.com](mailto:ats-ml-humanresources@astronics.com)