

# King Ranch

## CANDIDATE PRIVACY POLICY

Last Updated: March 4, 2024

The purpose of this job candidate privacy policy (“Privacy Policy”) is to inform you about how your personal data is processed by King Ranch, Inc., or a subsidiary (“King Ranch”, “we”, “us”, “our”), when you apply for employment or an engagement with us. If you are a California resident, please refer to our Candidate Privacy Policy, [here](#). You must review and ensure you agree with what is described in this notice prior to submitting data to us.

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Although this notice may be translated into other languages for convenience, this English language version is the controlling version.

We reserve the right to make changes to this Privacy Policy at any time and for any reason. Any changes will be reflected in a revised policy posted and we will alert you that there has been a change by updating the “Revised” date displayed on the Privacy Policy. If King Ranch determines that such changes materially affect your privacy rights, we will provide additional notice to you.

**What Information Do We Collect?** We may collect information about you in a variety of ways but generally speaking it is done through your job application or through the course of your employment. The types of information we may collect include, but are not limited to:

Information You Provide To Us. If you apply for employment or an engagement either directly with King Ranch or through a partner, we may collect some or all of the following information about you:

- Your name, address, and contact details, including email address and telephone number;
- Your qualifications, skills, experience, and employment history;
- Details about your current or expected future compensation / consultancy fee;
- Information about your nationality, residency, or entitlement to work in the relevant jurisdiction. This may include your social security number;
- Information contained in your application or resume; and
- Any other information that you voluntarily provide to us.

Information We Collect About You. If you apply via an online portal or similar means, we also may collect your IP address.

Additional Information. Sometimes we will collect personal data about you from third parties. For example, we might:

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- Obtain professional references from a former employer or other relevant reference that you identify to us;
- Conduct watch list checks (to ensure candidates are not identified as restricted, sanctioned, or prohibited individuals and thus prohibited from certain activities or industries); and
- Engage a background check provider to undertake an employment, credit, and/or criminal background check.

**Why Do We Process Your Personal Data?** We require your personal data in order to: (a) fulfil our legal obligations (e.g., verify your eligibility to work in the applicable location), (b) process your application and consider you for a position with us including by conducting interviews, collecting references, and undertaking certain types background checks all to make the most appropriate recruitment decisions for our business, and (c) if hired by King Ranch, as part of your on-going employment. Except as specifically identified below, the lawful basis for our processing is compliance with our legal obligations and protecting our legitimate interests, including but not limited to our legitimate business and/or employment related purposes.

Processing data from applicants allows us to:

- Review and manage candidate applications and supporting materials;
- Administer and manage offers and communications with candidates;
- Meet our obligations with respect to any recruiting agencies that are acting on your behalf; and
- Administer, manage, and improve our recruiting operations.

When we perform background checks related to credit history, involving criminal record data or where we collect any personal data that may be considered sensitive personal data in the applicable jurisdiction, we are required to provide applicants from certain jurisdictions with additional notices and disclosures and, in some cases, an opportunity to consent. If those requirements apply, you will receive links to those notices and disclosures, and a mechanism for providing or declining to provide such consent, at the email address you provided to us.

**Your Right to Withdraw.** In any case where we may indicate that the lawful basis on which we have collected and processed your personal data is your consent, you can withdraw your consent at any time by contacting us via email at CorpHR@king-ranch.com. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal data conducted in reliance on lawful processing grounds other than consent. For the avoidance of doubt, it is not a condition of any prospective contract with us that you agree to any request for consent to process personal data. If you fail to provide certain information when requested, however, please note that we may not be able to continue with your application or conclude any agreement with you because we may be prevented from complying with our legal obligations without such information.

**Who Has Access To Your Personal Data?** In connection with the purposes described above, we may disclose your personal data to:

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- Our subsidiaries, affiliates, service providers (e.g., providers of IT services, recruitment platforms, and background check agencies), and advisors;
- Fraud prevention agencies and law enforcement agencies;
- Courts, governmental and non-governmental regulators, and ombudsmen;
- Any third party that acquires, or is interested in acquiring or securitizing, all or part of our assets, shares, partnership interests, and/or membership interests, or that succeeds us in carrying on all or a part of our businesses, whether by merger, acquisition, reorganization, or otherwise; or
- As required or permitted by law, including to comply with a subpoena or similar legal process or government request, or when we believe in good faith that disclosure is legally required or we have a legitimate interest in making a disclosure, such as where necessary to protect our rights and property.

**Exercise Your Privacy Rights.** King Ranch takes privacy seriously. Where applicable, you have certain rights which entitles you to make certain requests of King Ranch. You can make these requests directly or through an authorized agent. These rights include:

- A. The Right to Know. You have the right to request that King Ranch disclose the personal data that you have provided to King Ranch;
- B. The Right to Amend. You have the right to correct any incorrect information that King Ranch stores about you; and
- C. The Right to Delete. You have the right to request that King Ranch delete information that you have provided to King Ranch, subject to certain exceptions.

In order to exercise any of the rights detailed above, you may email us at [CorpHR@king-ranch.com](mailto:CorpHR@king-ranch.com). We will use your email as proof of verification unless otherwise prohibited. Exercising your rights under this section will not result in any discrimination by King Ranch. We will treat you the same as any other user. If you disagree or dispute a decision that has been made on the scope or application of the rights described in this clause, you may appeal this decision by contacting us at [CorpHR@king-ranch.com](mailto:CorpHR@king-ranch.com).

**Retention Period.** King Ranch shall only store personal information for as long as it is required. This is determined by considering the purposes for which it was obtained in accordance with applicable laws. Our retention period is based on (1) the nature of our relationship with you and (2) any legal obligations we are bound to fulfill.

**Contact Us.** If you have questions or comments about this Privacy Policy, please send us an email at [CorpHR@king-ranch.com](mailto:CorpHR@king-ranch.com). If you prefer, you may also contact us via physical mail or call at:

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