Categories and Examples

- IDENTIFIERS: Include real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, Social Security number, driver's license number, passport number, United States immigration or work permit identifiers, or other similar identifiers
- SENSITIVE PERSONAL **INFORMATION:** Includes racial or ethnic origins, religious beliefs, mental or physical health diagnosis, sexual orientation, citizenship or immigration status, genetic data, data about children or precise geolocation data. Can also include social security numbers, other government identification numbers, consumer financial account details, credit card numbers in combination with security passcodes, the contents of mail, email or text unless the intended recipient is a business.
- CHARACTERISTICS OF
 PROTECTED
 CLASSIFICATION UNDER
 CALIFORNIA OR FEDERAL

Categories of Third Parties Personal Information Is Shared With

 Shared with thirdparty service providers and government agencies (employment eligibility, tax reporting, etc.)

Purpose of Collection and Use

- HUMAN RESOURCES
 ADMINISTRATION: For
 human resource functions
 such as recruiting, hiring,
 payroll processing and auto
 deposit, employment
 eligibility and visa status
 verification, garnishments,
 drug testing.
- VERIFIYING APPLICANT INFORMATION: For determining applicant qualifications, employment eligibility, and background such as verifying past job performance, degrees, certification; licensing; criminal background checks.
- BENEFITS: For administering benefits such as a deferred compensation plan, health or life insurance, employee voluntary employee benefits program.
- INFORMATION
 TECHNOLOGY AND
 INFORMATION SECURITY
 ADMINISTRATION: For
 information technology and
 information security
 administration, monitoring
 use of Company's devices,
 computer systems and
 network.
- LEGAL REQUIREMENTS: To comply with applicable laws and regulations such as IRS (Internal Revenue Service) or DOL (Department of

| LAW: Includes age, race, national origin, citizenship, marital status, medical condition, physical or mental disability, sex (including gender, gender identity, pregnancy or childbirth and related medical conditions), sexual orientation, union membership, veteran, or military status. | | Labor) reporting, or employment/labor contracts. • BUSINESS OPERATIONS: To run the business, financial services, tax reporting, business continuity, emergency preparedness, security, and safety programs, employee expense reimbursement. |
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| COMMERCIAL AND TRANSACTION INFORMATION: Includes information and records of products or services purchased using a corporate credit card. | Shared with third- party service providers and government agencies (employment eligibility, tax reporting, etc.) | BUSINESS OPERATIONS: To run the business, financial services, business continuity, emergency preparedness, security, and safety programs, employee expense reimbursement. |
| INTERNET OR OTHER SIMILAR NETWORK ACTIVITY ON COMPANY OWNED DEVICES: Includes browsing history, search history, information on interactions with websites, email, calendar and meeting applications, social media, applications, or advertisements on company owned devices such as VPN (virtual private networks) connections or messaging software | Shared with third-party service providers and government agencies (employment eligibility, tax reporting, etc.) | INFORMATION TECHNOLOGY AND INFORMATION SECURITY ADMINISTRATION: For information technology and information security administration, monitoring use of Company's devices, computer systems and network. BUSINESS OPERATIONS: To run the business, financial services, tax reporting, business continuity, emergency preparedness, security, and safety programs, employee expense reimbursement. |
| GEOLOCATION DATA: Physical location or movements of company fleet vehicles and drivers while in service | Shared with third- party service providers and government agencies (employment | BUSINESS OPERATIONS: To run the business, financial services, business continuity, emergency preparedness, security, and |

| | eligibility, tax | safety programs, employee |
|--|---|---|
| | reporting, etc.) | expense reimbursement. |
| PROFESSIONAL OR EMPLOYMENT-RELATED INFORMATION: Current or past job history, performance evaluations, compensation data, resumes, work applications, professional certifications | Shared with third-party service providers and government agencies (employment eligibility, tax reporting, etc.) | HUMAN RESOURCES ADMINISTRATION: For human resource functions such as recruiting, hiring, payroll processing and auto deposit, employment eligibility and visa status verification, garnishments, drug testing. VERIFIYING APPLICANT INFORMATION: For determining applicant qualifications, employment eligibility, and background such as verifying past job performance, degrees, certification; licensing; criminal background checks. LEGAL REQUIREMENTS: To comply with applicable laws and regulations such as IRS (Internal Revenue Service) or DOL (Department of Labor) reporting, or employment/labor contracts. BUSINESS OPERATIONS: To run the business, financial services, tax reporting, business continuity, emergency preparedness, security, and safety programs, employee expense reimbursement. |
| INFERENCES DRAWN FROM OTHER PERSONAL INFORMATION: Profile reflecting a person's preferences, characteristics, behavior, or attitudes | Brightspeed does not collect this. | N/A |
| AUDIO, ELECTRONIC, VISUAL OR SIMILAR | Shared with third- | HUMAN RESOURCES |
| VISUAL, OR SIMILAR | party service | ADMINISTRATION: For |

| INFORMATION: Photographs or videos; Work meeting and work- related recordings; security videos | providers and government agencies (employment eligibility, tax reporting, etc.) | human resource functions such as recruiting, hiring, payroll processing and auto deposit, employment eligibility and visa status verification, garnishments, drug testing. INFORMATION TECHNOLOGY AND INFORMATION: For information security ADMINISTRATION: For information technology and information security administration, monitoring use of Company's devices, computer systems and network. BUSINESS OPERATIONS: To run the business, financial services, tax reporting, business continuity, emergency preparedness, security, and safety programs, employee expense reimbursement. |
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| EDUCATION INFORMATION: Academic records | Shared with third-party service providers and government agencies (employment eligibility, tax reporting, etc.) | HUMAN RESOURCES ADMINISTRATION: For human resource functions such as recruiting, hiring, payroll processing and auto deposit, employment eligibility and visa status verification, garnishments, drug testing. VERIFIYING APPLICANT INFORMATION: For determining applicant qualifications, employment eligibility, and background such as verifying past job performance, degrees, certification; licensing; criminal background checks. |