



## **California Privacy Rights Notice for Employees and Contractors**

Under the California Consumer Privacy Act (“CCPA”), Innovative Employee Solutions, Inc. is required to inform California residents who are our employees and contractors about the categories of “personal information” we collect about you and the purposes for which we will use this information. This notice also applies to any personal information that we may collect about your emergency contacts and/or to administer employment benefits to other individuals as part of your employment with us.

This notice contains disclosures required by the CCPA and applies only to “personal information” that is subject to the CCPA. For example, this notice does not apply to personal information that is exempted from the CCPA, such as personal information covered by other privacy laws like the Health Insurance Portability and Accountability Act, the Confidentiality of Medical Information Act, the Fair Credit Reporting Act, the Gramm-Leach-Bliley Act, or the California Financial Information Privacy Act.

Individuals with disabilities can access this notice by using a standard screen reader or contacting our Human Resources Team toll-free at 800-433-0961.

**Categories of Personal Information We Collect.** We collect the following categories of personal information about our employees who are California residents

- Personal and online identifiers (such as first and last name, email address, or unique online identifiers)
- Categories of information described in Section 1798.80(e) of the California Civil Code (such as physical characteristics or description, social security number, driver’s license or state identification number, address, insurance policy number, and bank account number)
- Characteristics of protected classifications under California or federal law (such as race or gender)
- Internet or other electronic network activity information (such as browsing history, search history, interactions with a website, email, application, or advertisement)
- Biometric information (such as call recordings)
- Geolocation information
- Professional or employment-related information
- Education information
- Other information about you that is linked to the personal information above

**How We Use Your Personal Information.** We use and disclose the personal information we collect for our commercial and business purposes. These commercial and business purposes include, without limitation:

- Using your information in connection with your employment roles and responsibilities. This includes, for example:
  - Providing you with services and tools to use in connection with your employment, such as email service and information technologies;
  - Responding to your requests;
  - Maintaining compliance with our policies and procedures;
  - Paying you and administering your employment benefits, including those provided to other individuals like family members; and
  - Responding to emergencies or safety concerns, such as by maintaining and using your emergency contact information.
- Our commercial purposes, including providing you with special offers available to employees or independent contractors.
- Other business purposes as identified in the CCPA, which include:
  - Auditing related to our interactions with you;
  - Legal compliance;
  - Detecting and protecting against security incidents, fraud, and illegal activity;
  - Performing services (for us or our service provider) such as account servicing, processing orders and payments, and analytics;
  - Internal research for technological improvement;
  - Internal operations;
  - Activities to maintain and improve our business; and
  - Other one-time uses.

**Your Rights as a Consumer.** We may collect information about you that is unrelated to your role within our company, if you are a consumer of our services. More information about our privacy practices and your rights as a consumer under the CCPA can be found at our California Privacy Policy. [Insert link to website Nevada and CCPA privacy notice here.]

**Contact Us.** For questions or concerns about Innovative Employee Solutions, Inc's practices, please contact us by using the information below.

**Innovative Employee Solutions - Human Resources**  
**1-800-433-0961**