

Notice at Collection to Employees and Job Applicants

TRI HoldCo family of companies collects certain types of personal information from you, the employee/job applicant, as an inherent part of the employment relationship and/or hiring process. Pursuant to the California Consumer Privacy Act (“CCPA”), TRI HoldCo family of companies hereby provides you notice of the categories of information it has collected about its employees/job applicants by nature of the employment relationship and/or hiring process, and the purposes for which it collects such information. This information is used for internal purposes only. TRI HoldCo family of companies does not sell your personal information.

The following are the categories of personal information that TRI HoldCo family of companies may collect about its employees/job applicants. TRI HoldCo family of companies collects this information to facilitate the hiring and employment process, including verifying your identity, supporting human resources procedures, and ensuring internal security. Not every category will apply to every employee/job applicant.

- Identifiers, including real name, social security number, driver’s license number, and contact information;
- Educational and employment background and professional credentials;
- Medical records (only in relation to medical leave of absences as necessary);
- Demographic data; and
- Data regarding responses to employment application screening questions and/or assessments.

As part of its response to the current COVID-19 pandemic, TRI HoldCo family of companies may also collect certain information from its employees/job applicants for the purpose of ensuring the health and safety of employees, job applicants, and consumers, and generally reducing the risk of COVID-19 in the workplace. For example, upon entry to TRI HoldCo family of companies’ physical offices, employees and job applicants’ temperatures are taken by a touchless, face-scanning device. For these purposes, the following categories of information may be collected about you:

- Biometric information, including facial profile;
- Bodily temperature;
- Recent history of proximity to other individuals known to have contracted COVID-19;
- COVID-19 vaccination status through a self-attestation form;
- Medical records, such as the result of a COVID-19 test; and
- Physical symptoms.

Changes to Notice of Collection

TRI HoldCo family of companies reserves the right to amend this Notice of Collection at any time. When TRI HoldCo family of companies makes any changes to this Notice of Collection, it will notify you by email, through a visible notice on its Careers page, or on its company intranet.

Contact Information

If you have any questions about TRI HoldCo family of companies' Employee/Job Applicant Notice of Collection or any related topic, please feel free to contact HR at Phone Number 916-904-8161.