

**Rotary Corp.
Privacy Notice to California Applicants and California Employees**

This Privacy Notice to California Applicants and Employees (“Notice”) provides information about the categories of personal information Rotary Corp. (hereinafter referred to as “Rotary,” “us,” “we,” “our,” or “Company”) collects about its California applicants and employees, and their designated emergency contacts and beneficiaries/dependents, and the purposes for which the categories of personal information shall be used.

For purposes of this Notice, “personal information” means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular California resident or household, or as otherwise defined under the California Consumer Privacy Act (“CCPA”) or California Privacy Rights Act (“CPRP”). “Personal information” does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records, nor does it include consumer information that is deidentified or aggregate consumer information. It also does not include health or medical information covered by the Health Insurance Portability and Accountability Act (“HIPAA”) or the California Confidentiality of Medical Information Act (“CMIA”), nor does it include personal information covered by other specific privacy laws, such as the Fair Credit Reporting Act (“FCRA”), the Gramm-Leach-Bliley Act (“GLBA”), the California Financial Information Privacy Act (“FIPA”), or the Driver’s Privacy Protection Act.

This Notice only applies to applicants and employees residing in the State of California.

The types of personal information we collect about you depends on your interactions with us (such as whether you are an employee or a job applicant) and are described in more detail below. Rotary collects the following categories of personal information about applicants and/or employees:

Categories	Examples of Specific Information That May Be Collected
A. Identifiers	Real name, alias, address, date of birth, email, telephone number, account name, Social Security Number, driver’s license or state identification number, passport number, permanent resident number, and financial account information.
B. Personal Information, as defined by California Civil Code section 1798.80(e)	Name, signature, Social Security number, physical characteristics or description, address, telephone number, passport number, driver’s license or state identification card number, insurance policy number, education, employment, employment history, medical information, or health insurance information, and beneficiary and/or dependent information including name, address, date of birth and Social Security number.

C. Characteristics	Race, ethnicity, gender, or other protected characteristics only if you choose to provide this information.
D. Biometric Information	An individual’s fingerprints for the purpose of employees clocking in/clocking out (Fresno warehouse employees).
E. Internet or Other Electronic Network Activity Information	Browsing history, search history, and information regarding a consumer’s interaction with an internet website, application, or advertisement.
F. Geolocation Data	Data that identifies your precise geographic location (as it pertains to California sales reps utilizing Rotary iPads).
G. Other Sensitive Personal Information	Certain data elements identified in other categories may qualify as “Sensitive Personal Information” under applicable laws. Sensitive Personal Information that Rotary collects from employees and/or applicants include racial or ethnic origin information, fingerprints for the purpose of entry to the workplace, financial account log-in information, Social Security number, driver’s license number, state identification card number, and/or passport number. Sensitive personal information also includes the contents of a consumer’s mail, email, and text messages unless Rotary is the intended recipient of the communication.
H. Professional or Employment-Related Information	Professional or employment-related information including employment history, references, and relevant certification information.
I. Education Information	Educational background including educational institution, degrees obtained, and year of graduation.
J. Inferences	Inferences drawn from any of the information identified above to create a profile about an applicant’s or employee’s behavior, abilities, attitudes, and aptitude, depending on position held or applied for.

Rotary uses the above categories of personal information for the following business purpose(s):

- To assess applications for employment and applicant qualifications;
- To make employment decisions including to perform background checks and verify eligibility to work in the United States;
- To further the employee relationship;

- To facilitate payroll, benefit, and leave of absence administration;
- For security purposes;
- For emergency contact purposes;
- To obtain and/or maintain insurance policies and coverage;
- To comply with state and federal laws and regulations; and/or
- To manage workers compensation claims and conduct workplace investigations.

Rotary may disclose your personal information for the business purposes identified above. We may disclose your information to the following types of entities and third parties:

- **Service Providers:** Rotary may engage fulfillment companies, service providers, individuals, and agents. Such service providers perform services on our behalf. Rotary reserves the right to provide personal information to such companies to the extent it may be necessary for them to provide services to or on behalf of Rotary. Any such companies must agree to maintain the confidentiality of any personal information we may provide to them and are contractually obligated not to disclose or use it for any other purpose. Such companies may also collect personal information directly from you in connection with providing their services, and they will have the right to provide that personal information to us. Such other companies may not use your private or personal information for purposes other than providing services through or on behalf of Rotary.
- **Law Enforcement or Other Lawful Authority:** We may from time to time be required to provide information to law enforcement or other governmental authorities pursuant to a warrant, court order, or other lawful process.

Over the last 12 months, we have disclosed the following types of personal information:

Category of Information	Examples of Information Shared or Disclosed	Categories of Recipients
Identifiers and Personal Information	Name, mailing address, email address, phone number, date of birth, and other identifiers.	Our benefits administration and payroll service providers, and government entities (where required by law)
Sensitive Personal Information	Social Security number, driver's license number, state identification card number, passport number, financial account number (including direct deposit information and/or Visa debit card information).	Our service providers who perform background checks for warehouse managers and sales positions, payroll services, benefits administration services, and government entities (where required by law)

Professional or Employment Information	Your professional and employment history details.	Our service providers that perform background checks for warehouse managers and sales positions, and government entities (where required by law)
Education Information	Educational background including educational institution, degrees obtained, and year of graduation.	Government entities (where required by law)
Characteristics	Ethnic, Race, Gender Information	As mandated by federal reporting requirements.

Rotary will retain your Personal Information and Sensitive Personal Information only as long as necessary to facilitate the business purposes described above, and as necessary to comply with our legal obligations, resolve disputes, and enforce our legal agreements and policies.

Your Privacy Rights

Additional information about our privacy practices and your consumer privacy rights can be found in the Rotary Privacy Policy - <https://www.rotarycorp.com/pages/privacy>, which is incorporated into this policy by reference. Please refer to our Privacy Policy for details about your privacy rights and how to exercise them, as well as other important information.

Contact Us

For more information or any questions about this notice or Rotary’s Privacy Policy, please refer to the following contacts:

- By Email: privacy@rotarycorp.com
- By Phone: 800-841-3989
- By Mail: PO BOX 747, Glennville, Georgia 30427, United States