



# CTBC BANK

LAST UPDATED: MARCH 3, 2022

**NOTICE AT COLLECTION  
CALIFORNIA CONSUMER PRIVACY ACT  
(CALIFORNIA CIVIL CODE SECTION 1798.100 *et seq*)  
EMPLOYMENT CONTEXT**

The California Consumer Privacy Act (“CCPA”) requires us to provide you with this Notice at Collection prior to collecting certain personal information from you.

In connection with your employment with us (or an application for employment with us), we may need to collect certain personal information from you. The categories of personal information we may collect, examples of specific personal information that could be included in those categories, and the business purposes for which we might need to collect such information, are set out as follows:

## **Personal Information**

### **Categories of Personal Information**

- **Personal identifiers, including those listed in other California statutes:** your legal name, aliases, postal address, unique personal identifier, online identifier, IP address, email address, account name, Social Security number, driver’s license number, passport number, home address, home telephone number, mobile telephone number, insurance policy number, education, employment history, bank account number.
- **Characteristics of protected classifications:** date of birth/age; gender; military or veteran status; marital status; nationality; citizenship; request for family care leave; request for leave for employee’s own serious health condition; request for pregnancy leave.
- **Biometric information:** Identifying information such as your fingerprints or your photograph that is considered “biometric.”
- **Professional or Employment:** your current employer and employment history.
- **Education information:** educational institutions you have attended and/or from which have graduated.

## **Our Sources of Personal Information**

### **Category of Sources from which we Collect Personal Information**

- We will need to obtain identifying information to process an employment application or to manage your employment relationship with us, such as:
  - verifying that you meet our employment requirements;
  - performing a background check as required under federal law;
  - setting up and administering your employee benefits; and

- setting up and administering payroll (your paycheck).
- Closed circuit video recordings of all workplaces may be used to identify individuals during the course of a security investigation. The video recordings do not collect the following data:
  - Audio
  - Thermal

### **Use of Information**

- We are required to obtain fingerprints from all employees for purposes of performing background checks required under federal law. We may collect photographs of you in connection with verifying your identity for security purposes or in connection with events such as employee conferences, celebrations, etc.
- We may collect this information in connection with an application for employment.
- We may collect this information in connection with making reasonable accommodations for you, in connection with administering your health benefits, or in accommodating your requests for medical and/or family leave as provided by law.

### **Disclosure of Information**

#### **Categories of Third Parties to Whom Personal Information is Disclosed**

- You and, where appropriate, your family, your associates, and your representatives
- Third party service providers (such as payment services providers; shipping companies; etc.)
- Governmental, legal, regulatory, or other similar authorities and/or local government agencies, upon request or where required

To request a listing of the individual third parties with whom your personal information has been disclosed, please refer to the section *“How to Submit a Request for Access to the Personal Information We Have Collected About You.”*

### **Accessibility to Consumers with Disabilities**

This Notice is available on our website and is accessible using popular tools for the visually impaired.

### **No Sale of Personal Information**

We do not sell your personal information to third parties. If you are employed by us, we may need to provide certain of your personal information to outside parties who provide support services to us. For example, we will need to provide your personal information to our payroll processor and the vendors who provide employee benefits.

### **Link to Privacy Policy**

Our Privacy Policy as required by the Consumer Privacy Protection Act is available at the following online link: <https://www.ctcbankusa.com/Privacy>