



CTBC BANK

NOTICE AT COLLECTION

EMPLOYMENT CONTEXT

The California Consumer Privacy Act (“CCPA”), as amended by the California Privacy Rights Act of 2020 (“CPRA”) and its implementing regulations, requires CTBC Bank USA (“Bank” “us” or “we”) to provide you with this Notice at Collection prior to collecting personal information from you.

In connection with your current employment with us or the submission of an application for employment with us, we may need to collect certain personal information (including sensitive personal information) from you. The categories of personal information and sensitive 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 We Collect

Categories of Personal Information We Collect

- **Personal identifiers, including those listed in California Civil Code Section 1798.80(e):** this includes items such as *your* legal name, aliases, postal address, unique personal identifier, online identifier, IP address, email address, account name, , home address, home telephone number, mobile telephone number, insurance policy number, education, employment history, bank account number
- **Characteristics of protected classifications:** this means characteristics about you which may be protected under state or federal law such as date of birth/age; gender; military or veteran status; marital status; nationality; citizenship; or information obtained about you with respect to requests for leave made pursuant to state or federal law.
- **Biometric information:** this means information related to an individual’s physiological, biological or behavioral characteristics, such as a fingerprint, voice recordings or key stroke patterns and rhythms
- **Professional or Employment information:** this means any information related to your professional experiences or other employment-related information, such as your experience with your current employer or your employment history with prior employers.
- **Education information:** this means any information related to your education history, such as educational institutions you have attended and/or from which have graduated.
- **Internet or other electronic network activity information** means information regarding your activity on the internet or another electronic network during the course of your employment, including information about how you use the Bank’s electronic resources while working
- **Sensory Information:** means information and communications obtained from audio, electronic, visual and similar recording devices, such as images obtained from video recordings or photographs.
- **Geolocation data:** means information derived from a device that can be used or is intended to be used to locate your physical location, such as an Internet Protocol (IP) location.

Categories of Sensitive Personal Information We Collect

- **Identification Numbers** which means any information that reveals an individual's identity such as social security number, driver's license number, state identification card number, permanent resident card or passport number.
- **Processed Biometric Information** is any Biometric information which the Bank performs an operation, set of operations or other procedure on, whether or not by automated means, for the purpose of uniquely identifying an individual.
- **Health Information** is any personal information collected and analyzed concerning an individual's health, such as information we obtain to process requests for leave for an employee's health condition.
- **Background Information** is any information that reveals an individual's racial or ethnic origin and citizenship or immigration status.

Use of Information

We collect the categories of personal information and categories of sensitive personal information for the following purposes:

- For purposes of performing background checks required under federal law or state law.
- To verify your identity for security purposes or in connection with events such as employee conferences, celebrations or any other events permitted by laws.
- As is necessary to process, review, and evaluate an application for employment.
- To process, review, evaluate, administer or otherwise carry out our responsibilities as an employer, such as making reasonable accommodations for you, administering your health benefits, in accommodating your requests for medical and/or family leave as provided by law or managing pay and compensation.
- As is necessary to comply with applicable laws and regulations and to comply with other legal processes and law enforcement requirements (including any internal policy based on or reflecting legal or regulatory guidance, codes or opinions).
- Detecting security incidents, protecting against malicious, deceptive, fraudulent, or illegal activity, and prosecuting those responsible for that activity.

Retention of Personal Information

The Bank will retain your personal information to carry out its activities and as otherwise required or permitted by applicable law. The criteria we use to determine how long to retain your personal information is based on a number of important factors, such as:

- The regulatory guidelines applicable to the activities or context in which the personal information was collected.
- Federal and state laws and regulations which may mandate we retain your personal information for a specific length of time;
- Whether the Bank needs the personal information to carry out its responsibilities as an employer;

- Whether the personal information is associated with a former or current employee of the Bank; and
- Whether the personal information may be required in order for the Bank to defend or pursue legal claims in court or to prevent or detect fraudulent or suspicious activity.

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

For more information about your privacy rights, please refer to our Privacy Policy as required by the applicable law is available at the following online link: <https://www.ctbcbankusa.com/Privacy>