

Notice at Collection for California Employees, Applicants, and Independent Contractors

This website is owned and managed by The Segal Group, Inc. which includes Segal Benz and Segal Advisors. These companies will be collectively referred to as “Segal,” “our,” or “we” throughout this policy. We respect your privacy and are committed to protecting it through our compliance with this policy.

Segal collects and uses personal information for human resources, employment, benefits administration, health and safety, business-related purposes and to maintain legal compliance.

Information that Segal collects

The following table depicts the categories of personal information that Segal collects from employees, applicants, and/or independent contractors:

Categories of Personal Information	Employees	Applicants	Independent Contractors
Identifying information, such as your full name, gender, date of birth, and signature.	X	X	X
Contact information, such as your home address, telephone numbers, email addresses, and emergency contact information.	X	X	X
Demographic data, such as race, ethnic origin, marital status, disability, and veteran or military status.	X	X	
Contract engagement details, such as your title, service dates, and compensation under the contract or engagement.	X		X
Dependents' or beneficiaries' information, such as their full name, address, date of birth, and Social Security numbers (SSN)	X		
National identifiers, such as SSN, passport and visa information, and immigration status and documentation	X		
Educational and professional background, such as your work history, academic and professional qualifications, educational records, references, and interview notes.	X		

Categories of Personal Information	Employees	Applicants	Independent Contractors
Employment details, such as your job title, position, hire dates, compensation, performance and disciplinary records, and vacation and leave records.	X	X (may be limited)	X (may be limited)
Financial information, such as banking details, tax information, payroll information, and withholdings	X		X (may be limited)
Health and safety information, such as health conditions (if relevant to your employment), job restrictions, workplace illness and injury information, and health insurance policy information.	X		X (may be limited to workplace illness and injury information, if required)
Information Systems (IS) information for devices (including personal devices) within Segal's information systems and networks, such as search history, browsing history, login information, and IP addresses.	X		X
Biometric information, such as facial recognition, fingerprints, iris or retina scans, keystroke, or other physical patterns.	X		X
Geolocation data, such as time and physical location related to use of an internet website, application, device, or physical access to a Segal office location.	X	X	X
Sensory or surveillance information, such as COVID-19 related temperature checks and call monitoring and video surveillance.	X	X	X
Summary of an applicant/employee's preferences, characteristics, attitudes, intelligence, abilities, and aptitudes.	X	X	

How personal information is used:

The following table depicts how Segal uses the personal information it collects from employees, job applicants, and independent contractors:

Use/Purpose	Employees	Job Applicants	Independent Contractors
Comply with all applicable laws and regulations.	X	X	X
Recruit and evaluate job applicants, candidates, and independent contractors for employment or potential contractor engagements.	X	X	X
Conduct background checks.	X	X	
Manage your employment relationship with us, including for: <ul style="list-style-type: none"> • the onboarding processes; • timekeeping, payroll, and expense report administration; • employee benefits administration; • employee training and development requirements; • the creation, maintenance, and security of your online employee accounts; • reaching your emergency contacts when needed, such as when you are not reachable or are injured or ill; • workers' compensation claims management; • employee job performance, including goals and performance reviews, promotions, discipline, and termination; and • other human resources purposes. 	X		
Manage contracting relationships with us, including for: <ul style="list-style-type: none"> • payment administration; • the creation, maintenance, and security of your online accounts; and • reaching your emergency contacts when needed, such as when you are not reachable or are injured or ill. 			X
Manage and monitor individual's access to Segal facilities, equipment, and systems.	X	X	X
Conduct internal audits and workplace investigations.	X		X

Use/Purpose	Employees	Job Applicants	Independent Contractors
Investigate and enforce compliance with and potential violations of Segal policies and procedures.	X	X	X
Engage in corporate transactions requiring review of employee, applicant, or independent contractor records, such as for evaluating potential mergers and acquisitions.	X	X	X
Maintain commercial insurance policies and coverages, including for workers' compensation and other liability insurance.	X		
Perform workforce analytics, data analytics, and benchmarking.	X	X	X
Administer and maintain Segal's operations, including for safety purposes.	X	X	X
Respond to client requests for aggregate statistics regarding the demographic composition of our workforce.	X		
Exercise or defend the legal rights of Segal and its employees, affiliates, customers, contractors, and agents.	X		X

If you have any questions about this Notice or need to access this Notice in an alternative format due to disability, please contact Privacy@segalco.com or call 866.626.4690.