

Privacy Notice Under the California Consumer Privacy Act to California Employees & Job Applicants

Your privacy is important to us, and we are committed to protecting employee and job applicants' information. This privacy notice describes the personal information and sensitive personal information that we collect from our employees and applicants, the purposes for which we may use such information, and the instances where we may disclose your personal information to third parties.

What is personal information and sensitive personal information?

“Personal information” in this notice includes information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a California resident or a household. Personal information does not include publicly available information that is lawfully available to the general public. “Sensitive personal information” is personal information that is not publicly available and reveals certain specifically protected categories of information for a California resident or household.

What categories of personal information do we collect?

We may collect the following categories of personal information from or about you:

- Personal identifiers such as your name, alias, address, email address, telephone number, date of birth, signature, unique personal identifier, online identifier, IP address, account name, or other similar identifiers
- Financial information for direct deposit or reimbursement such as a bank account/routing number, credit or debit card numbers or other financial information
- Citizenship status and work authorization status
- Health benefits enrollment information
- Professional or employment-related information, including your former employers and work experience
- Education information such as education history, degrees, course history and transcripts
- Internet or other electronic network activity including browsing history (if using company-owned devices)
- Emergency contact information and benefit information for beneficiaries
- Other information you may choose to share on your application or CV or during your orientation

What categories of sensitive personal information do we collect?

We may collect the following categories of sensitive personal information from or about you:

- Geolocation data (while using multifactor authentication and timekeeping tracking via mobile applications)
- Biometric information including fingerprints to comply with pre-employment screening and background checks.
- Social security number, passport, driver's license/state identification number or other similar identifiers
- Health data including medical information, disability information, and health insurance information
- Characteristics of protected classifications under California or federal law including your race, gender, or ethnicity
- Audio, electronic, visual, thermal or similar information used to detect security incidents

What are the purposes for which this information may be used?

We only use the information collected for employment purposes, including:

- Communicating with you about a potential position, including salary or benefits information, references and application forms
- To perform services related to your employment with us or our contractual obligations to you, including for example, maintaining or servicing accounts, providing benefits and payroll, pre-employment screening/background checks, training, onboarding, performance evaluations, determining work eligibility, or providing similar services
- Evaluating your job application or performance for employment or continued employment with us
- To enable or effectuate commercial transactions (for example, direct deposits)
- To assist law enforcement agencies, or for regulatory or other legal purposes
- To ensure the safety of our employees, customers and clients

How long do we retain this information?

We retain this information in accordance with our data retention policies or for as long as is required by law.

Disclosure to Third Parties

We do not sell or otherwise disclose your personal information to any third parties for any monetary consideration or financial benefit. We only share your personal information with third party service providers for background checks, HR /payroll purposes, health insurance, and to the extent it is necessary to ensure that we comply with local, state and federal law.

California Rights

As a California resident you can make certain requests regarding your personal information. We will fulfill each of these requests per the requirements of California law. We will not discriminate against you for exercising any of your privacy rights.

- You can request a copy of the personal information we have about you, including a list of categories of your personal information or sensitive personal information that we have shared with another company for a business purpose.
- You can request that we correct or delete your personal information or sensitive personal information, subject to certain exceptions.
- You can request that we limit the use and disclosure of sensitive personal information, subject to certain exceptions.
- To exercise the California privacy rights described above, please email hr@amerfirst.org or call us at 800 290-1112 In compliance with the California Consumer Privacy Act we will ask you to provide documentation to verify your identity. To expedite any request, we ask that you provide your:

First name*
 Last name*
 Middle initial
 Email address
 Phone number
 Address*

* *Required field*

Changes to This Privacy Notice This notice was last updated on March 4, 2026. We reserve the right to update this notice at any time.

A copy of American First Credit Union's Complete Privacy policy may be found by visiting our website at www.amerfirst.org