



California Employee and Applicant Privacy Notice

Effective Date: January 1, 2023

This notice is to all job applicants, current and former employees, owners, directors, officers, and contractors who work for or on behalf of TrellisWare Technologies, Inc. (“**TrellisWare**”) and who reside in the State of California. During your work with or for TrellisWare we may need to collect, use, and store information that is personal to you. We are committed to protecting the privacy and security of such personal information and to being transparent about the purposes for which we use your personal information. This notice sets forth our policies and practices for handling the information we collect and use in the employment context.

Categories of Personal Information We Collect and How We Use It

TrellisWare collects and processes information from you for human resource, employment, and benefit administration purposes, to otherwise accomplish our business purposes and objectives (including, for example, administration of security clearances; conducting research, analytics and data analysis, maintaining our facilities and infrastructure, quality and safety assurance measures, conducting risk and security controls and monitoring, detecting and preventing fraud, performing identity verification, and to conduct internal investigations), and where necessary to comply with any local, state, and federal legal obligations, internal policies, and contractual obligations. We obtain the categories of personal information listed below directly from you and the information you provide during your job application process, with our clients, or with our recruiters, your employee onboarding process, and during the selection of your benefits as an employee. In some cases, we may obtain a background check and/or consumer report from a consumer reporting agency once an offer of employment is made. Such information includes, by way of example, name, alias and other names, age, race, color, national origin, citizenship, marital status, physical or mental disability, sex (including gender, gender identity, or gender expression), veteran or military status, email address, telephone or mobile phone number, address, Social Security Number, driver’s license number or state ID card number, passport number, sign-in and device information, including username and password, account name or number, and other online or device identifiers, educational, professional, and employment-related information, financial information, such as banking information for direct deposit, debit card number, credit card number, tax selections, pay rate, payroll deduction information, geolocation data, including badge access, and biometric information, including fingerprints. We only retain personal information about you for as long as necessary to fulfill the purposes we collected it for or as required to satisfy any legal, accounting, contractual, reporting, or record retention obligations.

Disclosure of Personal to Third Parties

TrellisWare does not sell or otherwise disclose your personal information to any third parties for any monetary consideration. We may disclose your personal information to the following categories of recipients: (1) TrellisWare affiliates; (2) external service providers; (3) governmental, regulatory, and

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supervisory authorities, and/or judicial agencies, as permitted or required under applicable law; (4) potential investors and their advisors, auditors and legal counsel in connection with a corporate restructuring, sale, merger, or other changes of control; and (5) to third parties in circumstances where we are required to do so by law, regulation, or legal process. We may also disclose your citizenship and/or US Person status to governmental and commercial entities that we contract with to the extent necessary to demonstrate compliance with related contractual restrictions.

Protection of Personal Information & Your Rights

As a California resident you have the following rights under the California Consumer Privacy Act (CCPA) and the California Privacy Rights Act (CPRA) in relation to personal information we have collected about you, to the extent required by the CCPA and CPRA and subject to certain exceptions and verification:

Right to Know/Access: You have the right to request certain information about our collection and use of personal information about you as described below:

- The specific pieces of your personal information collected.
- The categories of your personal information collected.
- The categories of sources from whom your personal information is collected.
- The purpose for collecting your personal information.
- The categories of third parties with whom we have shared your personal information.

Right to Delete: You have the right to request that we delete certain personal information we have about you.

Freedom from Discrimination: You have the right to be free from unlawful discrimination for exercising any of the rights above.

Right to Correct: You have the right to request that we correct inaccurate personal information regarding the information you provide us.

Right to Restrict the Use of Sensitive Personal Information: You have the right to restrict the use of your sensitive personal information.

Right to Access Information on Automated Decision-Making: You have the right to access information collected through automated decision-making. Additionally, you can opt-out of our use of automated decision-making related to your personal information.

To make a request in relation to the above rights, please contact us using the contact information below. To fulfill your request, we will need to verify your identity. Only you or someone legally authorized to act on

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your behalf may make a request related to your personal information. To designate an authorized agent, the authorized agent must provide sufficient information that allows us to reasonably verify that you authorize them to act on your behalf.

Contact Information & Updates

We may update this notice from time to time, in which case the revised notice will be posted to our intranet or provided to you in writing, by email, or mail. If you have any questions about this notice and the ways in which we collect and use your information, please do not hesitate to contact us through the privacy office (Legal Dept.) at legal@trellisware.com or at:

TrellisWare Technologies, Inc.
Attn: TrellisWare Privacy Office (Legal Dept.)
10641 Scripps Summit Court, Suite 100
San Diego, CA 92131

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