



## California Job Applicant Privacy Notice

Maverik, Inc. and its operating groups, subsidiaries and affiliates, (“the Company”) are committed to protecting the privacy and security of personal information of all individuals including job applicants. The Company collects personal information of job applicants in connection with its recruitment and hiring activities. The Company does not sell or otherwise disclose this personal information for monetary consideration or a business purpose to any third parties.

The Company is committed to complying with the California Privacy Rights Act (CPRA”) and all data privacy and laws in the jurisdictions in which it recruits and hires employees. Job applicants with disabilities may access this notice in an alternative format by contacting Human Resources at (844)280-3563.

### **What categories of job applicant information do we collect and how do we use this information?**

We collect the following categories of personal information for the purposes described below:

- Name and contact information;
- Job preference and work availability;
- Social Security Number and/or other identification information;
- Education and qualifications;
- Employment history and experience;
- Reference and background check information, including relevant criminal history;
- Social media information;
- Pre-employment test results;
- Post-offer medical examination information and results, including drug test results;
- Voluntary self-disclosure information regarding minority, veteran, and disability status; and
- Information provided by you during the hiring process.

The Company collects this information to hire the best qualified applicants and to comply with applicable employment laws. The application process also includes a voluntary questionnaire supported by a third-party vendor for purposes of obtaining applicable Company tax credits; this information is only provided to the third-party vendor in the event the applicant is hired.

### **How we share information about you**

We may share your information:

- With governmental entities as required by applicable law or third-parties when subject to a lawful request or subpoena.
- With companies who work on our behalf to help us provide and support our Company and our team. We require these service providers to treat all information we provide as confidential and to use it only for providing the services for which they have been engaged.

- To create aggregated or de-identified data that does not identify you. Once the data is aggregated or de-identified, we may use it for any purpose permitted by law and we may share it with third parties for their own uses.

We may change our ownership or corporate organization. We may transfer to another entity or its affiliates or service providers some or all of the information we hold about you in connection with, or during negotiations of, any merger, acquisition, sale of assets or any line of business, change in ownership control, or financing transaction. We cannot promise that an acquiring party or the merged entity will have the same privacy practices or treat your information the same as described in this Privacy Notice.

We may use or disclose information about you if required to do so by law or that we in good-faith believe that such sharing is necessary to (a) conform to applicable law or comply with legal process served on us; (b) protect and defend our rights or property; or (c) act to protect the personal safety of our employees and agents, or members of the public.

## **How we secure the information we collect from or about you**

We use a combination of reasonable physical, technical, and administrative safeguards to protect the information we collect from you. When your personal information is shared, the Company will take a reasonable approach to prevent the unauthorized use of Personal Information.

While we use these precautions to safeguard your Personal Information, we cannot guarantee the security of the networks, systems, servers, devices, and databases we operate or that are operated on our behalf

## **Retaining your information**

In general, we do not keep Personal Information longer than is necessary for the purpose or purposes for which the Information was originally collected and processed.

If required, we may retain your Personal Information where such retention is necessary for compliance with a legal obligation to which we are subject, or in order to protect your vital interests or the vital interests of another natural person

## **Where is the Company's California Privacy Policy?**

Questions regarding the Company's California Privacy Policy should be directed to [EmployeePrivacy@Maverik.com](mailto:EmployeePrivacy@Maverik.com).

## **Your Privacy Rights**

As a California resident, you have the following privacy rights regarding your personal information:

- The right to know and right to access the personal information we have collected about you, including the categories of personal information, the categories of sources from which the personal information is collected, the business or commercial purpose for collecting, selling, or sharing personal information, the categories of third parties to

- whom the business discloses personal information, and the specific pieces of personal information the business has collected about the consumer;
- The right to delete personal information that we have collected from you, subject to certain exceptions;
  - The right to correct inaccurate personal information that we maintain about you;
  - The right of portability, or right to have us transfer your personal information to other persons or entities upon your request;
  - The right to limit the use of your sensitive information if we decide in the future to use such information for purposes other than the purposes listed above; and
  - The right not to be discriminated against for exercising your of privacy rights.

You can make such a request to exercise these rights by contacting Maverik Human Resources at 844-280-3563, or by submitting a self-service form via this link ([People Resource Center](#)), or by emailing us at [EmployeePrivacy@maverik.com](mailto:EmployeePrivacy@maverik.com). This email is for data privacy matters only. For all other questions or concerns, please email [HRPaperwork@maverik.com](mailto:HRPaperwork@maverik.com). You may request this information free of charge up to two (2) times in a 12-month period.

To protect the security of your personal information, when making a request, we will require you to provide us with identifying information for you such as personal email address, personal telephone number, employee identification number, and/or other information that we can match with the personal information we have collected about you to verify your identity.

You may use an authorized agent to request access to or deletion of your personal information. We will require your authorized agent to provide us with either (1) a power of attorney authorizing the authorized agent to act on your behalf or (2) your written authorization permitting the authorized agent to request access to your personal information on your behalf. Further, we will require you or your authorized agent to provide us with identifying information to verify your identity. We may also require you to either verify your own identity directly with us or directly confirm with us that you provided the authorized agent permission to submit the request.

Within 10 days of receiving your request to know, we will confirm receipt of your request and provide information about how we will process your request. Generally, we will respond to your request within 45 days. If we need more time to respond, we will provide you with notice and an explanation of the reason we need more time to respond. We may deny your request if we cannot verify your identity or are legally permitted to deny your request. If we deny your request, we will explain the basis for the denial, provide or delete any personal information that is not subject to the denial, and refrain from using the personal information retained for any purpose other than permitted by the denial. We will maintain a record of your request and our response for 24 months.

