

Recruiting Privacy Policy

Premier Ag Co-op, Inc. takes Applicant privacy seriously. We want you to know how we collect, use, and disclose, your personal information. This Notice of Privacy Practices for Job Applicants (“Applicant Notice”) describes how we process information in connection with our recruiting activities.

This Privacy Policy only applies to the personal information of job applicants, potential candidates for employment, and personal information obtained via our recruiting system or recruiting website.

Premier Ag Co-op, Inc. uses Paylocity as our recruiting platform. All information provided to Premier is transferred into Paylocity. To view Paylocity’s privacy policy please visit [Paylocity Privacy Center](#).

1. Information We Collect

When you apply for a job with us, we may collect certain information from and about you to evaluate and process that application. This information may include:

- Contact information, such as name, telephone number, fax number, physical address, email, and username.
- Previous work experience, compensation, education, degrees, language, and other skills and employment-related information.
- Professional and other work-related licenses, permits, and certifications.
- Awards and professional memberships.
- Information regarding your use of Paylocity’s website, as described in the [Paylocity Cookie Notice](#).
- Work authorization status.
- Information relating to references.
- Information from social media sites if you choose to link your application to a social media; and
- Any other information you elect to provide to us (e.g., employment preferences, willingness to relocate, and desired salary).

Sensitive Personal Information

Certain types of information are considered sensitive personal information in certain jurisdictions. This includes the following: information on race, religion, ethnicity, nationality or national origin, age, gender identity, sex, life or sexual orientation, criminal convictions and offenses, marital status, medical or health information (including disability status), genetic or biometric information, religious or philosophical beliefs, political party or trade union membership, background check information, and veteran status.

Under the California Consumer Privacy Act of 2018 (“CCPA”), as amended by the California Privacy Rights Act of 2020 (“CPRA”), the following information is also defined as sensitive personal information: precise geolocation, social security number, driver's license number, state identification card number, passport number, account log-in/financial account/debit card/credit card number in combination with any required security or access code, password, or credentials allowing access to an account, and the contents of a consumer's mail, email and text messages, unless the business is the intended recipient of the communication.

Depending on the stage of an application, in addition to the information you provide to us, we may obtain information about you from other third parties, such as platforms used to collect application information, recruiters, references, former employers, and law enforcement agencies.

2. How We Use Information

The information that you submit during a job application process may be used for personnel recruitment, management, and planning purposes including the following:

- Analyze your qualifications for the job you applied for or future jobs that may match your profile.
- Communicate with you regarding your job application, your inquiries and requests, other job openings, or important notices.
- Conduct criminal history, background, and employment checks, if we offer you a position.
- Support our efforts to maintain a diverse workforce.
- Comply with or monitor our compliance with any applicable law or regulation.

We may use and share information in an aggregated or de-identified manner data at our discretion, including for research, analysis, modeling, marketing, and improvement of our Services.

3. Accuracy of Information You Provide

You are responsible for the information you provide to Premier Ag Co-op, Inc. and ensure that it is honest, truthful, accurate, and not misleading in any way.

4. How We Share Your Information

We may share your information in the following circumstances:

- *Vendors and Service Providers.* We may share your information with vendors and service providers that we believe need the information to perform a technology, business, or other professional function for us, including providing products or Services to you or our clients on our behalf, creating or maintaining our databases, researching and analyzing the people who request information from us, preparing and distributing communications, or responding to inquiries.
- *Affiliates.* We may share your information with companies that we own or control, that are owned or controlled by us, or that are under common ownership or control for legitimate business purposes.
- *Business Transition.* If Premier Ag Co-op, Inc., or any portion of our assets, are acquired by, merged with, transferred to, or invested in by another company, we may share your personal information with that company or other third parties involved in the business transition. 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 Notice.
- *Legal.* We share information where necessary to comply with applicable law, to respond to requests from law enforcement agencies or other government authorities or third parties, as permitted by law, and without your consent when it is necessary to protect our customers, employees, or property in emergency situations; or to enforce our rights under our terms of service and policies.

5. Cookies and Other Tracking Technologies

Paylocity may use various cookies, technologies, and other automated means to collect certain information about your use of our Services. For more information regarding our use of cookies, please see our [Paylocity Cookie Notice](#).

6. Retention & Disposal

We retain information as long as necessary to fulfill the purposes for which we collected it, for legitimate business reasons, or as required by law. We may need to keep your data for longer than our specified retention periods to honor your requests, including to continue

keeping you opted out of marketing emails, or to comply with legal or other obligations. When we dispose of information, we use secure means, such as either physically or electronically erasing information or making it anonymous in a non-recoverable manner.

7. Security

We implement the appropriate organizational, technical, and physical security measures and controls to protect the confidentiality, integrity, and availability of the personal information entrusted to us. Unfortunately, no data transmission or storage system can be guaranteed to be 100% secure. If you have reason to believe that your interaction with us is no longer secure (for example, if you feel that the security of any account you might have with us has been compromised), please immediately notify us of the problem by contacting us at privacy@premierag.com.

To learn about our security controls, visit our Security page found [here](#).

8. California Notice at Collection

The California Consumer Privacy Act of 2018 (CCPA), as amended by the California Privacy Rights Act of 2020 (“CPRA”), provides California residents with rights to receive certain disclosures regarding the collection, use, and sharing of information about them, as well as rights to know/access, delete, and limit sharing of personal information. You have the right to be free from discrimination based on your exercise of your CCPA rights. If you are a California resident and receive our services solely as a private individual – in other words, not as a member or representative of a company or other organization – you are entitled to the privacy rights listed below.

Right to Know/Access

- You have the right to request to know
 - the specific pieces of personal information we have about you.
 - the categories of personal information we have collected about you.
 - the categories of sources from which that personal information was collected.
 - the categories of your personal information that we sold or shared or disclosed to a third party for a business purpose.
 - the categories of third parties to whom your personal information was sold or shared (and the category(ies) of personal information sold or shared with each category of third parties), or disclosed for a business purpose; and

- the business or commercial purpose for collecting, selling or sharing your personal information.

Right to Opt-out of Sale or Sharing of Personal Information

- We do not sell or share your personal information. Please note that your right to opt out does not apply to our sharing of personal information with service providers, as described in this Notice.

Right to Deletion

- You have the right to request that we delete the personal information we have collected or maintained about you. We may deny your request under certain circumstances, such as if we need that personal information to comply with our legal obligations or complete a transaction for which your personal information was collected. If we deny your request for deletion, we will let you know the reason why.

Right to No Retaliation

- If you choose to exercise any of these rights, Premier Ag will not discriminate against you in any way. If you exercise certain rights, understand that you may be unable to use or access certain features of Paylocity's websites or services.

Right to Limit Use and Disclosure of Sensitive Personal Information

- You have the right, at any time, to direct us to limit the use of your sensitive personal information to what is necessary to perform the services reasonably expected by an average consumer, internal purposes, including to ensure the security and integrity of personal information, and as authorized by regulations.

Right to Correction

- You have the right to request that we correct inaccurate personal information that we maintain about you, considering the nature of the personal information and the purposes of the processing of the personal information.

9. Changes to our Job Applicant Notices

- We reserve the right to modify, alter, or update the terms and conditions of this Notice from time to time without prior notice. We will post those changes on this page in addition to updating the "Last Updated" date at the top of this webpage. Modifications shall become effective immediately upon being posted.

10. Changes to this privacy policy

If we change this Privacy Policy, we will post those changes on this page and update the Privacy Policy modification date above. If we materially change this Privacy Policy in a way that affects how we use or disclose your personal information, we will provide prominent notice of such changes and the effective date of the changes before making them.

For More Information

For questions or concerns about Company's privacy policies and practices, please contact us at privacy@premierag.com.