**Unum Group California Employee Privacy Notice (“Privacy Notice”)**

Unum Group (“Unum,” “we” or “company”) adopts this Privacy Notice to comply with the requirements of the California Consumer Privacy Act of 2018 (CCPA) to provide notice to you regarding the personal information we collect about you for employment-related purposes. Any terms defined in the CCPA have the same meaning when used in this Privacy Notice.

This Privacy Notice supplements the information in Unum’s Online and Offline Privacy Notice and applies solely to natural persons acting as job applicants, employees, temporary workers or contractors who reside in the State of California (“consumers” or “you”).

**Information We Collect**

Unum collects and processes personal information about you for employment-related purposes, including for job applications.

The employment related information we may collect about you includes the following:

|  |  |
| --- | --- |
| **Category** | **Examples** |
| A. Identifiers. | A real name, postal address, unique personal identifier, email address, account name, Social Security number |
| B. Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)). | A name, signature, Social Security number, physical characteristics or description, address, telephone number, education, employment, employment history, Date of Birth, gender  Some personal information included in this category may overlap with other categories. |
| C. Protected classification characteristics under California or federal law. | Age (40 years or older), race, color, ancestry, national origin, sex (including gender, gender identity, gender expression, pregnancy or childbirth and related medical conditions), veteran or military status |
| D. Commercial information. |  |
| E. Biometric information. | Face recognition and Voice recognition for certain applicants |
| F. Internet or other similar network activity. | Consumer’s interaction with an application and history on the application website |
| G. Geolocation data. |  |
| H. Sensory data. |  |
| I. Professional or employment-related information. | Current or past job history, education, languages, training history, etc. |
| J. Non-public education information (per the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232g, 34 C.F.R. Part 99)). | Education records directly related to a student maintained by an educational institution or party acting on its behalf, such as grades and education history. |
| K. Inferences drawn from other personal information. | Profile reflecting a person’s preferences, characteristics, psychological trends, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes. |

‌

For purposes of this notice, personal information does not include:

* Publicly available information from government records;
* Deidentified or aggregated consumer information;
* Information excluded from the CCPA’s scope, such as:
* Health or medical information covered by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the California Confidentiality of Medical Information Act (CNIA); or
* Personal information covered by certain sector-specific laws, including the Fair Credit Reporting Act (FCRA), the Gramm-Leach Bliley Act (GLBA) or California Financial Information Privacy Act (FIPA), and the Driver’s Privacy Protection Act of 1994.

We obtain the categories of personal information listed above from the following categories of sources:

1. Directly from you. For example, from forms you complete or other information you provide to us.
2. Indirectly from you. For example, from your actions on our Website or from third party vendors.

We collect this information in a number of ways including from resumes and other information provided at the time of your application.

We will also receive personal data about you from third parties, such as references supplied by previous employers, information from Background Checks as permitted by law.

**How We Use the Personal Information We Collect**

We may use your personal information for the following purposes:

* Processing your application for employment. If you apply for employment with us, we may use the personal information you provide to evaluate and process your application, including interviewing you, making an offer of employment, and determining the terms and conditions of employment. We may share your data with third parties in order to obtain pre-employment references and to obtain background employment checks.
* For internal administration, workforce and organization management and planning, facilities management, system access, public health and safety, performance management, and customer service management. Your information may be shared internally, as well as with Unum’s service providers, for human resources (HR) administration, workforce and organizational management and planning, payroll processing, and similar activities, as well as for providing access to Unum’s facilities and information systems.
* For audit and compliance purposes
* For emergency contacts.
* To provide you with access to certain benefits. We may share your work contact details with third party providers for the purposes of eligibility validation where you opt to take advantage of certain benefits offered as part of your employment.
* For compliance with legal process. We may, where permitted or required by law, disclose your personal information to third parties to comply with court orders, subpoenas, or other legal or regulatory requirements, to exercise our legal rights to defend against legal claims, or in the event of a merger, acquisition, reorganization, bankruptcy or similar event.

**For More Information**

For more information on how we process your information for employment-related purposes, please contact the Privacy Office at [privacy@unum.com](mailto:privacy@unum.com).