

Cirrus Logic Recruitment - Privacy Notice (Global)

Cirrus Logic, Inc., and its subsidiaries (“Cirrus Logic”, “us,” or “we”) are committed to protecting the privacy and security of your personal data that we collect.

The purpose of this privacy notice is to inform you how Cirrus Logic will use your personal data in connection with our recruitment and onboarding processes. This privacy notice applies to the personal data of job applicants, potential candidates for employment, and those who participate in our recruiting programs and events. This privacy notice does not form part of any contract of employment you may enter into with a Cirrus Logic group company and does not create any contractual rights or obligations. Roles you may apply for are with a Cirrus Logic group company, including one of Cirrus Logic, Inc., Cirrus Logic International (UK) Ltd, or Cirrus Logic International Semiconductor Ltd (and its US Branch) or one of our international affiliates. A full list of Cirrus Logic group companies can be found by visiting our website at: www.cirrus.com.

The Cirrus Logic group company named as the employer in the role application details, or for which the specific recruitment activity is being undertaken on behalf of, will be the controller of your personal data.

What is Personal Data?

For the purposes of this privacy notice “personal data” consists of any information that relates to you and/or information from which you can be identified, directly or indirectly. For example, information which identifies you may consist of your name, job title, company name, address, telephone number, email address, resume/CV (e.g. employment/education history etc.). When we combine other information (i.e. information that does not, on its own, identify you) with personal data, we treat the combined information as personal data.

Personal Data We Collect

Cirrus Logic may collect your personal details and other relevant information from your resume/CV, and/or your application; from you during the interview; and from other sources including recruitment agents, referrers, referees, third-party sites such as LinkedIn, and third-party background check providers.

In connection with managing our recruitment related activities, we may collect, store and use the following categories of your personal data, namely: (a) information provided through the application process and/or obtained from publicly available sources (such as LinkedIn) by our recruitment team, including your name, title, address, phone number, email address, date of birth, gender, nationality and information pertaining to your right to work, employment history, qualifications, experience and interests; (b) any information you provide to us during the interview process; (c) the results of any qualifying test required for the role, and (d) the results of any background checks we may undertake or which you may undertake and provide to us.

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In connection with managing our recruitment related activities, we may also collect, store, and use certain “special categories” of information about you (sometimes also called “sensitive data” or similar in different countries), meaning information of a more sensitive nature, such as personal data about your race or ethnic origin, health related information (including in relation to any disabilities you tell us about), or such other categories of data as prescribed by law.

How We Use Your Personal Data

Cirrus Logic collects and uses your personal data for managing our recruitment related activities and organizational planning. Cirrus Logic may use your personal data in relation to the evaluation and selection of applicants for roles, including setting up interviews and tests, evaluating and assessing results, communicating with you throughout the recruitment process, conducting background checks in the event you accept an offer from us, in deciding whether to enter into a contract of employment with you, the candidate, and as otherwise needed in the recruitment process or to comply with legal or regulatory requirements. If you do not provide requested information that is necessary for us to consider your application (such as evidence of qualifications or work history) we will not be able to process your application successfully.

We may collect and use your personal data where it is in our legitimate interests to do so (such as to identify and prevent fraud, to enhance the security of our information systems, and to efficiently perform services in connection with our recruitment activities, including identifying, evaluating, and contacting potential candidates for open roles, as well as for future roles that may become available), provided always that in exercising those interests we do not override your fundamental rights and freedoms. We may also process your personal data where it is needed in relation to legal claims or where it is needed to protect your interests (or someone else's interests), and we may process your personal data without your knowledge or consent where required or permitted by law.

We may collect, store and use “special category” personal data as follows:

1. In limited circumstances, with your explicit written consent.
2. Where we need to do so to carry out our legal obligations and/or where it is needed in the public interest. For example, in certain countries where we operate we may use information about your race or national or ethnic origin to learn how we can broaden our applicant pool and to ensure that our practices comply with applicable nondiscrimination laws. Where possible we will seek to effectively anonymize that data.
3. We may use information about your health and disability status to consider whether we need to provide appropriate adjustments during the recruitment process, for example whether adjustments need to be made during a test or interview or to the role for which you have applied.
4. For the purpose of confirming your right to work in the country where the advertised position is located, and for related compliance purposes.

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Cirrus Logic may use automated tools to process certain personal data as part of our candidate screening process (e.g. in connection with assessing responses to our U.S. Export Control Compliance screening questions). These tools support our recruitment team in managing applications efficiently and will always be used in accordance with applicable data protection law. Decisions regarding candidate suitability and hiring are made by appropriate personnel within Cirrus Logic. If a decision producing legal or similarly significant effects for you were to be based solely on automated processing, we will ensure that appropriate safeguards are in place in accordance with applicable data protection law.

Criminal Convictions Data

In some countries we may process information about whether you have any prior criminal convictions if you are selected as our preferred candidate. For roles in the United Kingdom, we will seek your authorization for our third-party background provider to provide to us a “Basic Disclosure” of your criminal records history (or local equivalent in your country of residence). For roles in the United States, we will seek your authorization for our third-party background provider to complete criminal history checks (including if appropriate in your country of residence) and evaluate your eligibility for hire in-line with current local, state and federal regulations. For roles in other jurisdictions, we will seek your authorization for our third-party background provider to complete criminal history checks in-line with current local regulations and practices pertaining to these records.

Data Retention

Data provided through the application process

For US based candidates and employees, local laws generally require that we retain certain data for two (2) years from the date a hiring decision is made for reporting to the Equal Employment Opportunity Commission and, for California based candidates and employees, for a minimum of four (4) years from the date of termination of an employee or non-hire of an applicant. This includes information provided to us about criminal convictions. For candidates in the United States, Cirrus Logic will therefore store and use your personal data as set out above during the recruitment process and thereafter if you are unsuccessful, for those minimum periods.

For candidates elsewhere, Cirrus Logic will store and use your personal data as set out above during the recruitment process and thereafter, if you are unsuccessful, generally for up to 12 months from the date we obtain the data (or for up to 6 months from the time we make a hiring decision for information about criminal convictions).

For all candidates we may retain all such data for a longer period as may be required by specific legislation (e.g. for up to five (5) years in connection with permanent labor certification requirements in the United

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States), and/or as needed to enable Cirrus Logic to defend any legal claims (e.g. to show that we have not discriminated against candidates on prohibited grounds and that we have conducted the recruitment exercise in a fair and transparent way). We may also retain data for longer than the periods referred to above if you give us your express consent, on the basis that a further opportunity may arise in future and we may wish to consider you for that role.

If your application is successful and you become an employee of Cirrus Logic, your personal data will then be retained in line with the applicable Cirrus Logic Employee Privacy Notice and Cirrus Logic Data Protection Policy, as may be updated or amended from time to time. These will be made available to you as an employee of Cirrus Logic.

Data processed in connection with Cirrus Logic legitimate business interests

Our general approach is to retain personal data only for as long as is required to satisfy the purpose for which it was collected, provided always that in exercising our interests we do not override your fundamental rights and freedoms. We may wish to retain your personal data on file for a longer period to consider you for future employment opportunities. In such event, we will contact you, seeking your express consent to do so.

If you would like more information about Cirrus Logic's retention periods for recruitment related data, please contact us at data.protection@cirrus.com.

Recipients of your Personal Data

In order to process your personal data in connection with our recruitment activities, and for legal, personnel, administrative and management purposes, personal data may be shared internally within the Cirrus Logic group of companies and/or with external third-party service providers (such as those who perform background checks for us), some of which may be based outside of the country where you are (and as such may not have equivalent rules and protections relating to the processing of personal data), as may be required from time to time and only where permitted by applicable data protection law. All our third-party service providers and other entities in the group are required to take appropriate security measures to protect your personal data in line with our policies. Our policy is not to allow third-party service providers to use your personal data for their own purposes, but only to permit them to process your personal data for specified purposes and in accordance with our instructions.

Transfers outside of the Country Where You Are

Some recipients of your personal data may be based outside the country where you are, in jurisdictions that may not have as stringent laws governing data protection. Where we transfer your personal data outside your country of residence, we will ensure that any such transfer is in compliance with applicable data protection laws, including through the use of mechanisms designed to ensure that there are adequate

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safeguards in place to protect your personal data (e.g. special contract terms that we agree with third parties with whom we work).

Your rights in respect of your Personal Data

Where specified by local laws, you may have the following rights in respect of your personal data: (i) the right to information and access to your personal data; (ii) the right to request correction of your personal data; (iii) the right to erasure of your personal data; (iv) the right to restriction of processing of your personal data; (v) the right to request we transfer your personal data to another party; (vi) the right to object to processing of your personal data; and (vii) the right to transparency. If you wish to exercise any of your rights under applicable data protection laws, please contact us using the email address provided in the "Contact" section below.

If and to the extent we process personal data based on your consent you have the right to withdraw that consent at any time. To withdraw your consent, please contact us using the email address provided in the "Contact" section below. Once we have received notification that you have withdrawn your consent, we will no longer process your application and, subject to our retention policy and any legal requirement to retain your personal data, we will dispose of your personal data securely.

Changes to this Privacy Notice

It is important that you check back often for updates to this privacy notice, as Cirrus Logic may change this privacy notice from time to time. If Cirrus Logic makes a material change to how we process your personal data, we will notify you. It is also important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes.

Contact

If you have any questions, comments or complaints about this privacy notice or how Cirrus Logic is processing your personal data, please email us at data.protection@cirrus.com. We will take any privacy complaint seriously, and will assess it with the aim of resolving any issue in a timely and efficient manner.

We hope we can resolve any query or concern you raise. If you feel we have not handled your query or concern to your satisfaction, you may contact your local data protection supervisory authority or regulator.