

# **Arc Games Inc.**

## **Job Applicant Privacy Notice**

**Effective Date: February 4, 2025**

This Job Applicant Privacy Notice (“**Privacy Notice**”) describes how we, Arc Games Inc. (“**Arc Games**”), collect, use, disclose, and otherwise process individually identifiable information about job applicants or other potential employees of Arc Games (“**Personal Information**”). This Privacy Notice applies to Personal Information that we collect through our recruiting website (“**Site**”). If you reside in California, please also see our California Notice at Collection further below and our CCPA Privacy Policy (Job Applicants and Employees) [here](#). If you have questions or comments regarding this Privacy Notice or our privacy practices, please contact us at [hr-privacy@arcgames.com](mailto:hr-privacy@arcgames.com).

### **Collection of Personal Information**

We collect (in some cases optional) the following categories of Personal Information when you visit our Site or submit an application to work at Arc Games:

- **Contact Information:** Personal and business address, personal and business phone/fax numbers, and personal and business email addresses.
- **Personal Identification Information:** Name, ethnicity, race, gender, disability status, and veteran status.
- **Employee Qualification Information:** Certificates and degrees obtained, educational institutions attended, enrollment dates, graduation dates, languages spoken and skills, professional memberships, summaries of strengths and technical areas of expertise, work history information (previous employers and positions held, dates, locations, , responsibilities, achievements), resume and cover letter information, references and information obtained from them, desired salary and relatives employed or previously employed with Arc Games.

### **Use of Personal Information**

We use the above categories of Personal Information for the following purposes:

- Recruiting and hiring activities, including carrying out interviews, assessing qualifications and tracking candidates during the application process, and completing the hiring process should you be offered and accept a position with Arc Games (including activities related to on-boarding and the new hire process).
- Maintaining business operations and complying with statutory requirements and Arc Games policies related to recruitment and hiring activities, such as background checks.

### **Disclosure of Personal Information**

We disclose Personal Information to the following categories of recipients:

- **Certain third parties:** We may disclose your Personal Information to service providers, such as business administration enterprise software providers to manage your recruitment profile and present potential employment opportunities with Arc Games based on your qualifications.
- **Business reorganization:** We disclose Personal Information to any proposed or actual purchaser of our company to the extent permitted by law as part of any merger, acquisition, sale of company assets, or transition of service to another provider, as well as in the event of insolvency, bankruptcy, or receivership in which Personal Information would be transferred as an asset of Arc Games.
- **Mandatory disclosures and legal rights:** We disclose Personal Information in order to comply with any subpoena, court order or other legal process, or as otherwise required by applicable law. We also disclose Personal Information to establish or protect our legal rights, property, or safety, or the rights, property, or safety of others, or to defend against legal claims.

All parties who have access to Personal Information will be under an obligation to maintain the security and confidentiality of the information. If you have questions about the parties to whom we disclose Personal Information, please contact us as detailed below.

We may update this Privacy Notice from time to time as our services and privacy practices change, or as required by law. The effective date of this Privacy Notice is posted above, and we encourage you to visit our Site periodically to stay informed about our privacy practices. We will post the updated version of the Privacy Notice on our Site and ask for your consent to the changes if legally required.

### **California Notice at Collection**

This California Notice at Collection applies to you only if you reside in California and are a job applicant or potential employee of Arc Games. This notice does not reflect our practices where an exception or exemption applies under the California Consumer Privacy Act (“**CCPA**”).

Please see the section entitled “Collection of Personal Information” above for information about the categories of personal information we collect about you. The categories of personal information we collect correspond with the following categories under the CCPA’s definitions of “personal information” and “sensitive personal information” (in the following bullets, a “consumer” means a California resident):

Categories of “personal information” as defined by the CCPA:

- Identifiers such as a real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name.
- Any information that identifies, relates to, describes, or is capable of being associated with, a particular individual, including, but not limited to, his or her name, signature, physical characteristics or description, address, telephone number, education, employment, employment history, but excluding publicly available information that is lawfully made available to the general public from federal, state, or local government records.
- Characteristics of protected classifications under California or federal law.
- Internet or other electronic network activity information, including, but not limited to, browsing history, search history, and information regarding a consumer’s interaction with an internet website application, or advertisement.
- Geolocation data.
- Audio, electronic, visual or similar information.
- Professional or employment-related information
- Education information, defined as information that is not publicly available personally identifiable information as defined in the Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99).
- Inferences drawn from any personal information to create a profile about a consumer reflecting the consumer’s characteristics, abilities and/or aptitudes.

Categories of “sensitive personal information” as defined by the CCPA:

- A consumer’s racial or ethnic origin, citizenship or immigration status, religious or philosophical beliefs, or union membership.

We do not use “sensitive personal information” (as this term is defined in the CCPA) about job applicants or other potential employees to infer characteristics about them. We do not “sell” or “share” (as these terms are defined in the CCPA) any of the categories of personal data described in this notice.

Please see the section entitled “Use of Personal Information” above for information about the purposes for which we collect your personal information. In general, we retain each of the categories of Personal Information described in this Privacy Notice for the longer of (i) 4 years following the date we receive your application; (ii) any duration necessary for compliance with laws; or (iii) for as long as necessary for the exercise or defense of legal rights and archiving, back-up, and deletion processes.

You can access our CCPA Privacy Policy (Job Applicants and Employees) [here](#).