

WilmerHale California Employee/Contractor/Job Applicant Privacy Notice

WilmerHale may collect certain forms of information about you within the context of your role as an employee of, a contractor for, or an applicant for a job with WilmerHale. These categories may include:

- Identifiers such as a full name, home address, email address, Social Security number, or other similar identifiers.
- Categories of personal information described in subdivision (e) of [California Civil Code Section 1798.80](#).
- Characteristics of protected classifications under California or federal law.
- Biometric information.
- Internet or other electronic network activity information.
- Geolocation data.
- Audio, electronic, visual, thermal, olfactory, or similar information, such as routine security camera recordings.
- Professional or employment-related information.
- Education information.
- Inferences drawn from any of the information identified above.

WilmerHale may also collect personal information relating to other individuals in the case of emergency contact information or when it is necessary for WilmerHale to administer employee benefits.

WilmerHale collects and processes your personal information for the purposes of providing administration, support, and management of Human Resources (HR) business operations, including:

- processing your application for a job;
- conducting background or reference checks;
- employee management, development, and training;
- performance evaluations;
- compensation and benefits;
- administering leave;
- reimbursing expenses;
- business travel;
- authorized access to and use of information technology systems;
- building and other security;
- accounts and recordkeeping;
- investigations;
- administering WilmerHale's policies and ethics hotline;
- responding to emergencies or government agencies; and
- compliance with legal obligations.