

## **APAC Privacy Notice**

State Street Bank and Trust Company, its parent and all other related affiliates and subsidiaries (collectively, "State Street") respect your privacy and value our relationship with you. This privacy notice applies to our privacy practices for the handling of your personal data. It describes the types of personal data we collect, how we may process that information and who we can share it with. This privacy notice also describes the measures we take to protect the security of your personal data.

### **Your Consent**

Please read this privacy notice carefully. To indicate your consent to your personal data being processed as set out below, please click "I agree" at the end of this page. Without your consent your application to work for State Street will not proceed.

### **Personal Data**

This privacy notice relates to the information that is personally identifiable to you and that you - or someone else on your behalf - provide to State Street in the context of an application for a position with State Street ("Candidate Data").

This privacy notice, unless noted otherwise, does not form part of any contract of employment.

### **Scope of this privacy notice**

- This privacy notice applies to Candidate Data submitted via State Street's online submission process, e-mail or paper submission to State Street personnel or to or by a third party service provider into an electronic database accessible by authorized personnel.
- References to "processing" or "processes" mean any activity which involves the use of Candidate Data, whether in whole or in part by automated means or otherwise, such as collecting, recording, organizing, storing, modifying, using, disclosing, or deleting such Candidate Data.
- This privacy notice does not cover Candidate Data that has been made anonymous.

### **How Your Data is Processed**

Candidate Data will be:

- Relevant to and not excessive for the purposes for which it is collected
- Kept up-to-date, with necessary steps taken to rectify or delete information that is inaccurate or incomplete if State Street becomes aware of such occurrences
- Kept only as long as is reasonably necessary for the purposes for which it was collected and processed or, as otherwise required to comply with applicable laws
- Subject to appropriate technical and organizational measures to prevent unauthorized access, unlawful processing, and unauthorized or accidental loss, destruction, or damage.

### **Data Collection**

State Street may periodically collect further information from you. For example, we may require additional information to perform background checks or obtain approvals which may be a condition to employment. In addition, State Street may collect your feedback and opinions (e.g. through surveys) for business purposes, such as improving processes.

#### *Cookies and IP addresses*

We may collect certain data by automated means when you visit our websites or web-based interfaces, such as how many users visited our sites and the pages accessed. By collecting this data, we learn how to best tailor our website to our visitors. We collect this information through "cookies" and IP addresses.

#### *Cookies*

Like many organizations, we use "cookies" on our websites. Cookies are bits of text that are placed on your computer's hard drive when you visit certain websites. We may use cookies to tell us, for example, whether you have visited us before or if you are a new visitor and to help us identify site features in which you may have the greatest interest.

Most browsers will tell you how to stop accepting new cookies, how to be notified when you receive a new cookie,

and how to disable existing cookies. Please note, however, that without cookies, you may not be able to take advantage of all our website features.

#### *IP addresses*

An IP address is a unique identifier that certain electronic devices use to identify and communicate with each other on the Internet. When you visit our websites, we may view the IP address of the device you use to connect to the Internet. We use this information to determine the general physical location of the device and to understand from what regions of the world our web visitors come.

#### **Types of Candidate Data**

Candidate Data that may be processed (subject to applicable local laws) includes but is not limited to the following:

- Employment status
- Employment details including without limitation work history/job data
- Prior education and training
- Compensation and benefit information history
- Past and current employer feedback
- State Street online questionnaire results
- Contact information
- Previous addresses or names
- Additional information provided by the candidate (e.g. a cover letter)
- References
- Race and ethnic origin (optional as required or allowed by law)
- Financial details and family lifestyle and social circumstances as necessary (e.g. where a candidate is being considered for an expatriate assignment) (as permitted by applicable laws)
- Background Check information (including, where applicable, criminal and credit history)

#### **Special Categories of Candidate Data**

State Street recognizes that certain jurisdictions have enacted laws which require higher protection of certain sensitive personally identifiable information, such as state or national ID numbers, or other information regarding racial or ethnic origin, political opinions, religious or political beliefs, trade-union membership, health or medical records, or criminal records (“Special Data”).

#### **Security and Confidentiality**

##### *Equipment and Information Security*

To safeguard against unauthorized access to Candidate Data by third parties outside State Street, all electronic Candidate Data held by State Street is maintained on systems protected by secure network architectures that contain firewalls and intrusion detection devices. The servers holding Candidate Data are “backed up” (e.g. recorded on separate media) on a regular basis in an effort to avoid any inadvertent erasure or destruction of Data. The servers are stored in facilities with appropriate security and fire detection and response systems.

##### *Access security*

State Street limits access to the internal systems that hold Candidate Data to a select group of authorized users. Access to Candidate Data is limited to such individuals for the sole purpose of performing their job duties (e.g. a human resources manager may need access to a candidate’s contact information for the purposes of setting up an interview).

#### **Sharing of Candidate Data**

State Street may share the information you provide among our subsidiaries and affiliates as required and as permitted by law. State Street may also share Candidate Data with third party service providers to perform services on our behalf.

In addition, State Street may disclose Candidate Data (i) if State Street is required to do so by law or legal process or to enforce any rights State Street may have against you as necessary; (ii) to law enforcement authorities or other government officials; (iii) when State Street believes disclosure is necessary or appropriate to prevent physical harm or financial loss in connection with an investigation of suspected or actual illegal activity; or (iv) if this is necessary to protect the vital interests of a person. Third party service providers may disclose Candidate Data to other third parties

for business purposes such as: governmental authorities for immigration or visa issues, as a matter of law or legal process (e.g. to tax and social security authorities), to protect State Street legal rights (e.g. to defend a litigation suit) or as part of litigation involving such third party; in an emergency where the health or security of a candidate or Candidate Data is endangered (e.g. a fire or natural disaster); or for such other purpose required for business operation or by local laws.

State Street requires its third-party servicers to agree to comply with appropriate privacy and security standards or to undertake to provide similar and appropriate levels of protection as State Street when processing Candidate Data.

State Street reserves the right to transfer Candidate Data once an individual is hired in the event that State Street sells, transfers or merges all or a portion of the business or assets to the extent permitted by applicable law.

#### **Information We Transfer and Storage**

State Street will transfer the Candidate Data to the United States and may transfer the Candidate Data to other countries where State Street does business, which may not have the same data protection laws as the country in which you reside. The transfer of Candidate Data to other countries is based on a business need or to comply with applicable laws. Candidate Data will be stored on servers located in the United States. Candidate Data stored or processed in a foreign jurisdiction may be accessed under a lawful order made in that jurisdiction.

#### **Contacting You**

State Street, or third party service providers acting on our behalf may need to contact you, either by post or email, in connection with your application for a position at State Street, or to provide information about State Street, which we feel may be of interest to you. In agreeing to this privacy notice, you provide your explicit consent to being contacted for these purposes.

#### **Updating your Personal Data and Contact**

If you wish to update your personal data or have any questions about the personal data we hold about you, please send a request in writing to [TalentAcquisitionCompliance@statestreet.com](mailto:TalentAcquisitionCompliance@statestreet.com).

To help protect your privacy and provide security, State Street takes reasonable steps to verify your identity before granting access to information. .

#### **Updates to Our Privacy Notice**

This privacy notice may be updated periodically without prior notice to you to reflect changes in our information practices. State Street will post a notice on this site to notify you of any changes to our privacy notice and indicate at the top of the notice when it was most recently updated.

Yes, I have read and consent to the terms and conditions.