

CCPA Notice at Collection for California Employees and Applicants

PayNearMe MT, Inc. and PayNearMe, Inc. (collectively, “we” or “**Company**”) collect and use your personal information, including sensitive personal information, for human resources, recruitment, employment, benefits administration, health and safety, legal, compliance and additional business-related purposes as stated below. We are committed to properly handling the personal information collected or processed in connection with your employment relationship with us.

We will not sell personal information, including any sensitive personal information, we collect about our employees or applicants for employment or share it with third parties for cross-context behavioral advertising.

To view our CCPA Privacy Notice, including information on how you may exercise your rights under the CCPA, [click here](#).

We may collect the personal information and sensitive personal information categories listed in the tables below. The tables also list, for each category, criteria used to determine the period of time personal information is retained, and collection and use purposes.

Personal Information Category	Criteria Used to Determine Retention Period	Business Purpose	Sold or Shared
<p>Identifiers, such as your full name, contact information, gender, date of birth, signature, Social Security number, driver's license or state identification numbers, and similar information for your dependents and beneficiaries.</p>	<p>Length of time you are employed or engaged with us; as reasonably necessary for internal business purposes such as reporting or reconciliation.</p>	<ul style="list-style-type: none"> • Recruit and process employment applications, including verifying eligibility for employment and conducting background and related checks • Conduct employee onboarding • Maintain and administer payroll and employee benefit plans, including enrollment and claims handling • Maintain personnel records and complying with record retention requirements • Provide employees with human resources management services and employee data maintenance and support services • Communicate with employees and their emergency contacts and plan beneficiaries • Comply with applicable state and federal labor, employment, tax benefits, workers' compensation, disability, equal employment opportunity, workplace safety, and related laws • Conduct internal audits and investigate complaints, grievances, and suspected violations of Company policy • Respond to law enforcement requests and as required by applicable law or court order 	<p>Not sold or shared.</p>
<p>Professional or Employment-Related Information, compensation, bonuses, equity grants, pensions, benefits, attendance, evaluations, performance reviews, employee surveys, discipline, personnel files, expenses, membership in professional organizations, professional certifications, language skills, work eligibility in order to comply with legal requirements, and current and past employment history.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Same purposes as for identifiers category 	<p>Not sold or shared.</p>

<p>Protected classification characteristics under California or federal law, such as age (40 years or older), race, color, ancestry, national origin, citizenship, religion or creed, marital status, medical condition, physical or mental disability, sex (including gender, gender identity, gender expression, pregnancy or childbirth and related medical conditions), sexual orientation, reproductive health decisionmaking, military and veteran status, or genetic information (including familial genetic information).</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Comply with federal and state equal employment opportunity laws • Design, implement, and promote the Company's diversity and inclusion programs • Perform workforce analytics, data analytics, and benchmarking • Conduct internal audits, grievances, and suspected violations of Company policy • The Company collects this category of Personal Information on a purely voluntary basis, except where required by law, and uses the information only in compliance with applicable laws and regulations 	<p>Not sold or shared.</p>
<p>Internet or other similar network activity information, including all activity on the Company's information systems (such as internet browsing history, search history, intranet activity, email communications, social media postings, stored documents and emails, usernames, and passwords) and all activity on Company communications systems (such as call logs, chat logs, mobile communications logs, and other information regarding an employee's use of Company communications systems).</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Facilitate the efficient and secure use of Company information systems • Ensure compliance with Company information systems policies and procedures. • Comply with applicable state and federal laws • Prevent unauthorized access to, use, or disclosure or removal of the Company's property, records, data, and information • Enhance employee productivity • Conduct internal audits and investigate complaints, grievances, and suspected violations of Company policy 	<p>Not sold or shared.</p>
<p>Geolocation data, such as the time and physical location related to use of an internet website, application, or device.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Prevent unauthorized access, use, or loss of the Company property • Ensure employee productivity and adherence to the Company's policies • Conduct internal audits and investigate complaints, grievances, and suspected violations of the Company's policy 	<p>Not sold or shared.</p>
<p>Non-public education information, such as education records, degrees and vocational certifications obtained, report cards, and transcripts.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Evaluate an individual's appropriateness for hire, or promotion or transfer to a new position at the Company. 	<p>Not sold or shared.</p>

Sensitive personal information is a subtype of personal information consisting of specific information categories. While we collect information that falls within the sensitive personal information categories listed in the table below, the CCPA does not treat this information as sensitive because we do not collect or use it to infer characteristics about a person.

Sensitive Personal Information Category	Retention Period	Business Purpose	Sold or Shared
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<p>Government identifiers, such as your Social Security number, driver's license, state identification card, and passport and visa information, and immigration status and documentation, and vaccination status.</p>	<p>Length of time you are employed or engaged with us; as reasonably necessary for internal business purposes such as reporting or reconciliation.</p>	<ul style="list-style-type: none"> • Recruit and process employment applications, including verify eligibility for employment and conducting background and related checks • Process and administer payroll and employee benefit plans, including enrollment and claims handling • Maintain personnel records and comply with record retention requirements • Communicate with employees and their emergency contacts and plan beneficiaries • Comply with applicable state and federal labor, employment, tax benefits, workers' compensation, disability, equal employment opportunity, workplace safety, and related laws 	<p>Not sold or shared.</p>
<p>Precise geolocation, such as physical access to a Company office location, or the location of a delivery, sales, or other employee in the field.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Prevent unauthorized access, use, or loss of the Company property • Ensure employee productivity and adherence to the Company's policies • Conduct internal audits and investigate complaints, grievances, and suspected violations of the Company's policy • Exercise or defend the legal rights of the Company and its employees 	<p>Not sold or shared.</p>
<p>Racial or ethnic origin.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Comply with federal and state equal employment opportunity laws • Design, implement, and promote the Company's diversity and inclusion programs • Perform workforce analytics, data analytics, and benchmarking • Conduct internal audits and investigate complaints, grievances, and suspected violations of Company policy 	<p>Not sold or shared.</p>
<p>Religious or philosophical beliefs.</p>	<p>Same as above.</p>	<ul style="list-style-type: none"> • Review and process religious reasonable accommodation requests • Exercise or defend the legal rights of the Company and its employees. 	<p>Not sold or shared.</p>

Mail, email, or text messages contents not directed to the Company.	Same as above.	<ul style="list-style-type: none"> • Conduct internal audits and investigate complaints, grievances, and suspected violations of the Company policy • Exercise or defend the legal rights of the Company and its employees. 	Not sold or shared.
Unique identifying biometric information.	Same as above.	<ul style="list-style-type: none"> • Fingerprinting for a criminal background check after an initial offer of employment is made. Criminal background checks protect the company, mitigate risk, and avoid potential negligent hiring lawsuits. • Exercise or defend the legal rights of the Company and its employees 	Not sold or shared.
Health information , including job restrictions and workplace illness and injury information.	Same as above.	<ul style="list-style-type: none"> • Investigate and process workers' compensation claims • Process health insurance claims • Conduct and process employment testing • Ensure equal family leave policies and insurance for transgender surgeries 	Not sold or shared.

Alternative formats of this Notice are available to individuals with a disability. Please let us know if you need assistance.

September 2023