



DATA PRIVACY NOTICE

The purpose of this Data Privacy Notice (“**Notice**”) is to inform You (“**You**” or “**Your**”), as a background screening subject of Mintz Group LLC or any of its subsidiaries or affiliates (collectively, “**MG**”), about our practices regarding the collection, use, disclosure, transfer, and other processing of Your personal data (“**Personal Data**”). MG strives to process any Personal Data fairly, in good faith, and in accordance with the EU General Data Privacy Regulation (“**GDPR**”) and other applicable laws.

MG describes the way we process Your Personal Data in MG’s Client Personal Data Privacy and Protection Policy (the “**Privacy Policy**”). You can access our Privacy Policy at <https://mintzgroup.com/gdpr>. The Privacy Policy explains what kinds of data we collect, what we use this data for, who might be able to obtain access to this data, and various other data handling practices we have at MG. However, a general description of MG’s data handling practices are set out in this Notice. Please consult the Privacy Policy for more specific disclosures of our practices. Note that in the event this Notice and the Privacy Policy are in conflict, the Privacy Policy will control.

MG has a legitimate interest in processing Personal Data about You in the context of Your relationship with clients of MG. MG also is required to process Personal Data in order to fulfill our obligations to and contractual relationships with our clients. For example, we need Your Personal Data in order to conduct pre-employment or other due diligence related background investigations and to comply with record keeping and other legal obligations.

MG may make available to other companies affiliated with MG the Personal Data about You, in order to complete our background screening, due diligence, and related operations (the “**Services**”). Likewise, as part of MG’s operations, we make some of Your Personal Data available to other outside professional advisers, and to other parties that provide products or services to or on behalf of MG or an affiliate (such as IT systems suppliers or subscription databases).

Some of this Personal Data is stored at a secure data centre near MG’s New York City headquarters in the United States or in affiliated offices in Canada. The data is controlled by our administrative staff in our New York City global data centre and can be accessed electronically. MG will maintain Personal Data about You for as long as necessary for the purposes for which it was collected, or for as long as is permitted by applicable law. MG will delete Personal Data when it is no longer needed and, in any case, upon expiration of the maximum storage term set forth by applicable law.

There are security measures in place that will ensure the confidentiality of the information contained in the database and these measures will be reviewed over time and upgraded in line with technological developments.

To the extent that applicable law allows, You may access Your Personal Data. From time to time, we may ask You to review and update the Personal Data we hold about You. You also may review or make certain corrections to Your Personal Data through the online tools the company provides. You also may request the deletion, rectification or limitation of Your Personal Data or limitation of the processing activities. Furthermore You may object to the processing of Your Personal Data where you are permitted by law to do so. Where You have been asked to give and have given consent to the use of Personal Data, You may change your mind and withdraw that consent. These rights may be subject to legal restrictions as provided by applicable law.

MG only will retain Your Personal Data for as long as is necessary, both during and following the period of the Services performed concerning You, for the purposes described in herein, or for any longer period as required by law

If You believe that Your Personal Data has not been processed in accordance with the limitations in this Notice, and you need to make a complaint, you can do so in accordance with MG’s Grievance Policy, by contacting our Data Protection Team at dataprotectionteam@mintzgroup.com. Alternatively, you can contact the Data Protection Authority in the country in which you reside for further information about your rights and how to make a formal complaint.