

## **Northrop Grumman Sperry Marine Applicant Privacy Notice**

We at Northrop Grumman Sperry Marine (“we”, “us”, “our”, “Sperry Marine”) respect your concerns about privacy. This Privacy Notice describes the information practices Sperry Marine as the data controller to which you are applying for employment. It also describes the types of information we maintain, how we may use the information, how we secure it, with whom we may share it and the choices and rights available to you regarding our use of the information.

This Notice is only a supplement to Sperry Marine’s general website privacy policy, which can be found [here](#).

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### **Information We Maintain**

The types of personal information we may collect are:

- Contact information (e.g. name, postal address, telephone number and email address);
- Résumé or C.V. information (e.g. employment history, work authorization information, salary history, education history, certifications or trainings);
- Employment information found in your résumé or C.V. (e.g. employer, title, division);
- Other personal information found in content that users provide.

If applying for a position in the United Kingdom, we may also collect additional information if your application is successful:

- Pre-employment information (e.g. citizenship, immigration status, security clearances, criminal history).

### **Legal Ground for Our Use of the Information**

We will use Applicant Information for the above purposes to the extent necessary to pursue our legitimate interest in evaluating potential recruits and in order to take steps at the request of the data subject prior to entering into an employment contract. Failure to provide your personal information may result in the inability for us to process your application.

### **How We Use the Information We Maintain**

Sperry Marine will use the personal information you provide with your application for purposes of considering you for a position at Sperry Marine, and if you are offered a job or become employed by Sperry Marine, for employment-related purposes. The legal basis of applicant data processing is deemed necessary for the performance of a contract with the data subject or to take steps to enter into a contract.

By applying for a position, you agree that we may use your personal information for recruitment and if you are hired, employment-related purposes. Your personal information will not be shared with others for non-recruitment or employment purposes except as consistent with our general website privacy policy. Failure to provide your personal information will prevent us from contacting you and evaluating your application for the job.

### **Information We Share**

Applicant Information is handled strictly on a need-to-know basis. Individuals with access to Applicant Information may include members of our Human Resource team as well as hiring managers. If offered a position, we may share your Applicant Information with our Northrop Grumman affiliated companies, and third parties who perform services on our behalf. This includes Northrop Grumman affiliates and service providers located in countries other than the country in which the personal information was collected. These service providers may also collect some of your information (e.g., your personal contact information) directly from you but they are not authorized by us to use or disclose the information except as necessary to perform services on our behalf or comply with legal requirements. For a list of relevant service providers, please see below:

<b>Service Providers</b>	<b>Sperry Marine Entity</b>	<b>Country of Processing</b>
Sterling Talent Solutions	Sperry Marine UK	United States of America
OCR Services Inc.	Sperry Marine EU	United States of America
Thomas International	Sperry Marine UK	United Kingdom

We may disclose information about you (i) if we are required to do so by law or legal process, (ii) to law enforcement authorities or other government entities, and (iii) in connection with an investigation of suspected or actual criminal offenses.

### **Your Rights**

Once you have applied for a position, you may request access to correct or update your personal information. A new C.V. or resume may be submitted when applying for other positions. If you wish to have your Applicant Information deleted or object to processing at any time and free of charge by contacting, please contact us at [careers.uk@sperry.ngc.com](mailto:careers.uk@sperry.ngc.com). To aid us in locating your applicant information, please be sure to include your name and contact information in your request. Applicants maintain the right to lodge a complaint with a supervisory authority if they feel that appropriate measures to protect their personal information or address their concerns have not been taken.

### **How We Protect your Information**

We maintain appropriate technical and organizational safeguards designed to protect your Applicant Information against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use.

### **Data Retention**

Sperry Marine may retain your Applicant Information only for evaluation for employment in connection with the application process for a maximum period of one year from the end of the recruitment process for the job position applied by you. You may request to have your details removed at any time. If your application is successful, Sperry Marine may retain your Applicant Information for as long as is necessary in connection with any employment relationship.

### **Updates to this Privacy Notice**

This Privacy Notice may be updated periodically to reflect changes in our privacy and data protection practices. We will notify you of any changes to this Privacy Notice by indicating at the top of the notice when it was most recently updated.

### **How to Contact Us**

If you would like to exercise your rights or obtain a copy of our data transfer agreements, or if you have any questions or comments about this Privacy Notice or the processing of personal information in connection with your application, please contact us at: [careers.uk@sperry.ngc.com](mailto:careers.uk@sperry.ngc.com). Additionally, if you are applying for a position at our German location, you may also contact our Data Protection Officer at [Bettina.Kaehler@privcom.de](mailto:Bettina.Kaehler@privcom.de).