



CALIFORNIA EMPLOYMENT INFORMATION NOTICE

Effective January 1, 2023, the California Consumer Privacy Act ("CCPA") and the California Privacy Rights Act ("CPRA") (collectively, "California Privacy Law") requires the provision of a privacy notice to California employees using a specified format. This California Employment Information Notice explains how Cargill uses Personal Information about California residents in the context of their employment with Cargill ("California Personal Information") and summarizes the rights you have as California residents.

For further details, please read [Cargill's Data Privacy for Employment Information Policy](#).

1. WHAT EMPLOYMENT INFORMATION DOES CARGILL COLLECT?

Cargill may collect various types of California Personal Information about you in connection with your work at Cargill when it is needed to fulfill specific business and legal/compliance requirements including but not limited to the following categories of California Personal Information:

- **Identifiers**, including contact details such as name, address, telephone number, email address, social security number, driver's license number, passport number;
- **Payroll and benefits information**, including financial information, such as salary, bank account details, corporate credit card usage, employment benefits;
- **Characteristics of protected classes**, including ethnic origin, gender, disability information, veteran or military status;
- **Biometric information**, including fingerprints, to allow secure access to facilities;
- **Internet and other electronic network activity information**, including information about the systems to which you have access;
- **Audio, electronic, visual or similar information**, including CCTV images in connection with secure use of company systems and facilities;
- **Recruitment information**, including CVs and application forms;
- **Professional or employment-related information**, including employee status and organization information;
- **Education information**, including education, training, degrees, and professional certifications;
- **Inferences** drawn from the information collected such as preferred language and salutation; and
- **Other information**, including leave of absence and work-related accidents information.



Certain California Personal Information that Cargill collects about employees may be considered **Sensitive Personal Information** within the meaning of California Privacy Law, including social security number (for tax, compliance and payroll-related purposes); driver's license number and passport number (for safety, compliance and travel-related purposes); bank account number or financial account number (for payroll and expense-related purposes); racial or ethnic origin, religious or philosophical beliefs, union membership, and information about sexual orientation (for inclusion, diversity, compliance and related purposes); health/medical information (for benefits, sick leave, and related purposes), and biometric information (for secure access to facilities).

Cargill only uses and discloses California Sensitive Personal Information as necessary to provide benefits, to perform the employment contract, to comply with federal, state, or local laws, and otherwise as permitted California Privacy Law.

Sources. Cargill obtains California Personal Information directly from you or from other parties, including third party vendors that assist with health and safety, travel and expense, recruitment and other employment-related purposes as described in this California Employment Information Notice.

2. WHAT WILL CARGILL DO WITH YOUR EMPLOYMENT INFORMATION?

Generally, Cargill uses California Personal Information for employment-related business purposes, including:

- **Workforce Planning and Recruitment**, including job advertising, interviewing, selecting and hiring new staff;
- **Management and Administration**, including employee career development, compensation and benefits and performance management;
- **Performance of Cargill's Business Operations**, including carrying out Cargill's day to day business activities;
- **Legal and Regulatory Compliance**, including compliance with health & safety requirements and other legal or fiscal obligations, participating in due diligence activities for the sale or purchase of a business, or in connection with litigation or an internal investigation or audit;
- **Security Management**, including activities related to ensuring the security of Cargill premises, assets, information, and Individuals.

Cargill does not use California Personal Information for commercial purposes, such as marketing.

3. WHO IS YOUR EMPLOYMENT INFORMATION DISCLOSED TO?

We disclose the following California Personal Information to third parties for the business purposes described above, including:

- Identifiers and payroll and benefits information to third parties that provide benefits and related services;
- Name, business email, business phone, and limited identifiers to potential suppliers or customers for performance of Cargill's business operations;
- California Personal Information to government and other authorities as required by law;
- California Personal Information to service providers that perform data processing activities on our behalf, and subject to appropriate privacy and security obligations;
- California Personal Information to potential purchasers and other parties in connection with the sale, purchase or merger of a business;



- California Personal Information to others to the extent necessary to comply with applicable law and/or as otherwise permitted under California Privacy Law, such as when directed by the consumer to do so.

We do not disclose California Personal Information for commercial purposes. We do not engage in the sale or sharing of California Personal Information as those terms are defined under California Privacy Law.

4. CALIFORNIA EMPLOYEE RIGHTS

Subject to exceptions detailed in the California Privacy Law, as a California resident, you have the right to request: (i) deletion of your California Personal Information; (ii) correction of inaccurate California Personal Information; (iii) the right to know/ access the categories of California Personal Information that we collect about you, including the specific pieces of California Personal Information; and (iv) the right to know the categories of California Personal Information disclosed for a business purpose.

If you are a California resident and wish to request the exercise of these rights as detailed above or have questions regarding the California Personal Information collected or shared with third parties, please contact Cargill using the contacts provided below. When submitting your request, please include the specific nature of your request and reference "Your California Privacy Rights". Cargill may apply any exceptions or other conditions available under law when responding to correction, deletion, or other requests. Cargill will generally fulfil requests for access, correction, and deletion within 45 days of receiving a valid request. Cargill may extend the respond time by another 45 days by notifying the individual of the time extension.

Current Employees
MyHR at 1-877-366-9696
[MyHR Personal Information Form](#)

Former Employees
MyHR at 1-877-366-9696
[Privacy Request Form](#)

Applicants
MyHR at 1-877-366-9696
[Privacy Request Form](#)

Authorized Agents. To the extent that you elect to designate an authorized agent to make a request on your behalf, they must provide appropriate documentation including written signed permission from you, proof of your identity, and verification of their identity; or a valid, designated power of attorney as defined under the California Probate Code.

We will not discriminate against you by offering you different pricing or products, or by providing you with a different level or quality of products, based solely upon this request.

If you have a concern about how Cargill has used your California Personal Information, as a first step, you should raise the concern in writing with your manager. If this is not appropriate for any reason, you should raise the concern with the Global Privacy Office using [this form](#).

After investigating an escalated concern, the Global Privacy Office will respond to you in writing within a reasonable time setting out its conclusions together with details of any remedial action that it proposes to take.

5. RETAINING YOUR PERSONAL INFORMATION

With respect to the length of time Cargill intends to retain your California Personal Information, Cargill maintains a records and information management ("RIM") program. The Cargill RIM program establishes policies and procedures for the retention of records for an appropriate duration, including retention schedules for categories of records. Retention categories may include records which contain California Personal Information, including identifiers, professional or employment-related information, and payroll and benefits information. The length of time California Personal Information is retained will vary depending on the retention period of the category in which such California Personal Information is contained. When



establishing retention duration for retention categories, Cargill takes into consideration various criteria, including tax and legal requirements for the retention of records, issues related to the exercise or defense of legal claims, and legitimate business needs.

Regarding biometric information (i.e., fingerprint scans), Cargill maintains such information for as long as needed for the authentication purposes for which such data has been collected, and securely deletes such information after such information is no longer needed to authenticate your identity/allow you to access Cargill facilities.

6. CONTACT US

Cargill Global Privacy Office
Law Department, MS 24
Office Center
15407 McGinty Road West
Wayzata
MN 55391-2399
USA