

JOB APPLICANT AND CANDIDATE PRIVACY NOTICE

As part of any recruitment process, Simulation Plus (including its affiliates) collects and processes personal data relating to job applicants and candidates. Simulations Plus is committed to being transparent about how it collects and uses that personal data and to meeting its personal data protection obligations.

This privacy notice does not imply in any way any contract of employment or contract for services or any other formal relationship between you and Simulations Plus, Inc.

What information we collect

During the recruitment and application process, we will collect personal information about you, either from you directly or from third parties with your approval, which may include the following:

- identifying and contact information, such as your full name, email address, physical address, telephone number, date of birth, government identification number, and other contact information;
- professional and employment information, such as a resume or CV, a cover letter, employment history, current levels of work remuneration, other work experience, professional references, your work-permit status, your social-media profiles, or other information about your professional background;
- educational (including technical training) information, such as your school history, your qualifications and certifications, and any other information related to your education;
- citizenship information, such as your visa and right-to-work status;
- information received from third parties, such as from recruiters and third party career websites, the results of a professional-reference check or background check (including criminal records check), and the information we receive from someone who refers you for a position;
- Equal opportunities monitoring information, including sensitive information you voluntarily provide during the recruitment process, such as demographic information or information about your gender, race, ethnicity, and any disabilities;
- publicly available information that helps us make a determination on your candidacy, such as information from your social media profiles; and
- any other personal information you choose to submit to us as part of your application.

How we handle the personal data of applicants and candidates

The personal data we collect in this process will be stored in an electronic format (including email) on our internal IT systems and external cloud storage and also on paper within our HR Department. Your information may be shared internally for recruitment purposes with our recruiting managers, department managers, HR and IT team strictly for decision-making purposes. Your personal data may be transferred by you or an affiliate of SLP within the European Economic Area (EEA) to Simulations Plus offices located outside of the EEA for purposes of the job application and recruitment processes. We will protect such personal data through internal controls and policies, and reasonable security measures for protecting your personal data from being lost, accidentally destroyed, misused, or subject to unauthorized access.

How we use personal data of applicants and candidates

We use your personal information for the following purposes and legal bases:

Purpose	Personal Data used	Legal basis
Allow you to register, set up and maintain an online account and profile for Simulations Plus recruiting and job application purposes.	Your personal contact details; Your username, password, and data required for log-in, and account assistance; Your profile preferences and other forms you may complete in the online profile and account registration; Any privacy preferences related to your account.	It is necessary for entering into or performing an employment relationship with you; It is necessary for legitimate interests of Simulations Plus in tracking recruitment and managing its external talent pool subject to your privacy preferences or your personal data privacy rights set forth in applicable personal data protection law.
Considering you for and contacting you about the role you applied for or	Your personal contact details; your CV, professional social media	It is necessary for legitimate interests of Simulations Plus in tracking recruitment and

<p>other potential suitable roles on an individual basis at the time of application or future related employment opportunities with us.</p>	<p>profile if used as part of an application and other information regarding your employment history; your salary or remuneration expectations and details of any offers of employment or work made by us to you and your responses; interview history, questions, notes and technical assessment results; any recordings of online video meetings, interviews or assessments; any requests for reasonable adjustments or accommodations with respect to the application or employment process; and how we obtained your persona data (as set forth above),</p>	<p>managing its external talent pool which are not overridden by your privacy preferences or your rights in your personal data as set forth in applicable personal data protection law. It is necessary for compliance with legal obligations to provide reasonable adjustments or accommodation with respect to processing your personal data. Your consent for Simulations Plus to retain your personal data, as set out below.</p>
<p>Contacting you about Simulations Plus employment opportunities roles as part of a recruitment campaign (if you have opted in)</p>	<p>Your personal contact details; details of communications with you, how you interact with email communications and marketing; any privacy or communication and frequency preferences</p>	<p>Your consent for Simulations Plus to contact you with information about job opportunities as part of our recruitment campaigns, if you have opted in.</p>
<p>Updating you on any changes to our privacy notice, security updates, changes to our website or online profile area</p>	<p>Your personal contact details</p>	<p>As necessary for compliance with legal obligations, such as applicable personal data protection law and corporate compliance laws</p>
<p>Making a decision about your recruitment or appointment at Simulations Plus.</p>	<p>Your CV, professional social media profile if used as part of an application and other information regarding your employment history; your salary or remuneration expectations and details of any offers of employment or work made by us to you and your responses; interview history, questions, notes and technical assessment results; any recordings of online video meetings, interviews or assessments; Information to assess your right to work in the hire location, such as your nationality, work permit status including documentary evidence; and results of a background check.</p>	<p>As necessary for entering into an employment relationship with you.</p>
<p>Determining any terms of employment under which you will work for us.</p>	<p>Your CV, professional social media profile if used as part of an application and other information regarding your employment history; your salary or remuneration expectations and details of any offers of employment or work made by us to you and your responses; interview history, questions, notes and technical assessment results; any recordings of online video meetings, interviews or assessments; and information to assess your right to work in the hire location, such as your</p>	<p>As necessary for entering into an employment relationship with you.</p>

	nationality, work permit status including documentary evidence.	
Internal reporting and understanding how we can improve our internal and online recruitment processes.	Your feedback on Simulations Plus’s recruitment process; your account log-in frequency and activity; what software, devices or hardware you use to access your profile; your profile preferences and other forms you may complete in the online profile; details of communications with you, how you interact with email communications and marketing communications; and any of your privacy or communication preferences.	It is necessary for the legitimate interests of Simulations Plus in tracking recruitment and managing its external talent pool, subject to your privacy preferences or your personal data privacy rights set forth in applicable personal data protection law.

How long we retain your personal data

We will retain your personal data for a period of up to 18 months after we have communicated to you our decision about whether to hire you for the job opportunity(s) for which you showed interest. We retain the information for that period (a) so that we can show, in the event of a legal claim, that we have complied with laws against employment discrimination; and (b) If your application is unsuccessful, we may keep your personal data on file for any suitable employment opportunities that meet your qualifications that become available during that period. After this period, we will securely destroy your personal data in accordance with the applicable laws and regulations.

Your personal data privacy rights

Depending on the applicable personal data protection law, as a data subject, you have a number of rights including:

- The right to request access to your personal data that we hold on you;
- The right to request us to cease processing your personal data;
- The right to request us to delete your personal data in our possession;
- The right to request us to change any incorrect or incomplete personal data we hold on you; and
- The right to request the transfer of your personal data to another party.

If you would like to exercise any of these rights or have any queries with the privacy notice, please contact: privacy@simulations-plus.com.

This privacy notice does not imply in any way any contract of employment or contract for services or any other relationship between you and EPAM.

How we Manage Updates to This Policy

From time to time Boeing may need to revise this Job Applicant and Candidate Privacy Policy. Should we do so, we will also change the date indicated below. We encourage you to check back at this website periodically, in order to be aware of the most recent version of the Job Applicant and Candidate Privacy Policy.

Effective Date: July 05, 2022

Previous Notice Date: NA