



## NOTICE AT COLLECTION FOR EMPLOYEES (UNITED STATES)

In compliance with applicable state and federal law concerning the collection and processing of personal information (together, the "Personal Information Laws"), Permira is providing you with this Notice At Collection For Employees to inform you about the categories of personal information that Permira collects about you and the purposes for which Permira uses that personal information. You may be provided with this Notice by virtue of you being a current or former employee or partner at Permira or due to your current or former engagement at Permira as a contractor, agency worker, secondee, or work experience participant.

Please read this Notice carefully. If you have any questions about this Notice, please contact HR at [hrcore@permira.com](mailto:hrcore@permira.com).

### COLLECTION OF PERSONAL INFORMATION

1. In the course of your employment by, or provision of services to, your relevant Permira employing or engaging entity as set out in your offer letter and/or contract of employment/engagement ("Permira"), Permira will collect personal information relating to you. This may include (subject to limitation under the Personal Information Laws), for example:
  - **Identifiers:** your name, postal and email addresses, telephone number(s), date of birth, bank account details, social security, tax information, and residency and work permit status (including passport and visa details and other immigration related information),
  - **Professional or Employment-Related Information:** qualifications, employment and education history, appraisals and professional development, information pertaining to your regulatory status, references, start date of employment and (where applicable) leaving date and your reason for leaving, payroll records, remuneration, business expenses and benefits (including pension) details, working hours, absence and leave records, securities/investment records, gift records, inside information lists, and records relating to external activities and conflicts of interest; and disciplinary and training records,
  - **Personal Information Categories from Cal. Civ. Code Code § 1798.80(e):**
    - Photograph.
    - Medical Information: your health, including any immediate symptoms of illness, medical condition, health and sickness records (including vaccination status) and details of absences and sick leave.
  - **Characteristics of Protected Classification Under California or Federal Law:** your race, ethnicity, gender, sexual orientation, marital status, family information, emergency contact, and citizenship
  - **Internet Or Other Similar Network Activity:** access to and use of Permira's IT and telephone systems and physical premises.

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## SENSITIVE PERSONAL INFORMATION

2. Subject to the relevant jurisdictional regulatory requirements, Permira may collect and process sensitive personal information. Permira collects and processes the following types of sensitive personal information:
  - Information related to racial, ethnic origin, political opinions, religious or philosophical beliefs, or union membership.
  - A social security, driver's license, state identification card, or passport number.
  - An account log-in, financial account, debit card, or credit card number in combination with any required security or access code, password, or credentials allowing access to an account.
  - The contents of an individual's mail, email, and text messages unless the business is the intended recipient of the communication.
  - Personal information collected and analyzed concerning a consumer's, sex life or sexual orientation.
3. Except in cases specifically indicated, you are required to provide the personal information requested of you. Permira requires this information for the purposes set out below including the performance of its contract with you and compliance with its legal obligations.
4. If you have any questions about Permira's need for your information please raise your questions with the person making the request, your line manager or HR.

## USE OF PERSONAL INFORMATION

5. Permira may use your personal information prior to, during and after employment or engagement for the following purposes:
  - background checks / screening,
  - recruitment and appointment decisions and onboarding processes,
  - to verify your identity, residency and right to work,
  - equal opportunities and employee engagement monitoring,
  - employee administration,
  - the administration and operation of IT / telephony systems (including email, communication and audio/video conferencing systems, document processing tools and the human resources management system and applications),
  - to carry out HR and compliance functions,
  - to assess fitness to work and manage absences and resourcing requirements,
  - travel administration,
  - education, training, career development and appraisals,
  - disciplinary and grievance management,
  - salary and payment administration and reviews,
  - bonus payments, co-investment, carried interest participation and stock option allocations,
  - to administer benefits and calculate tax and social security payable on remuneration,
  - in relation to health and safety matters,
  - for the maintenance of the general security of buildings, IT / telephony infrastructure and personnel (including security access control),
  - the protection of company and client and portfolio company assets and interests,
  - to carry out regulatory, legal and company secretarial activities,
  - to conduct audits, investigations and litigation,

- to administer your directorships of Permira or Permira affiliates,
  - to assess employee compliance with law, contractual obligations, regulatory requirements and Permira policies and procedures,
  - alumni management and development,
  - measuring and monitoring usage of business-related resources,
  - for internal administration and organizational planning,
  - for internal and external publications and Permira branding and marketing (including Permira's intranet and website),
  - to conduct and report on data analytics (including in relation to employee engagement),
  - where necessary, to protect individuals from mental or physical harm,
  - otherwise in connection with the performance of your employment contract or contract for services or partnership terms,
  - for the purposes of Permira's legitimate business interests,
  - as required by law.
6. Permira does not sell your personal information or share your personal information for the purpose of cross context behavioral advertising, as defined by the California Privacy Rights Act (CPRA) of 2020.

## RETENTION

7. We retain the categories of personal information set forth above in the "Collection of personal information" section of this Supplemental California Consumer Privacy Act Notice of Collection only as long as is reasonably necessary for those business or commercial purposes set forth in "Retention and Deletion" in the Data Protection Employee Privacy Notice, except as may be required under applicable law, court order or government regulations.
8. Permira is legally entitled to process your personal information as described in this Notice because it needs to do so in order to pursue the purposes described above in the operation of its business. In some circumstances the processing is also justified because it is necessary so that Permira can perform its obligations under your contract or the law such as, for instance, but not limited to, for compliance with obligations in relation to employee administration, obligations to ensure fair treatment and the protection of employees' rights and any other obligations applicable under labor laws and regulations as well as safety and environmental requirements and compliance with requests from or requirements of regulatory and enforcement authorities. Permira does not generally collect personal information on a purely voluntary basis but, if it does so in any particular case, it will ask you separately, and you are not obliged to provide such personal information.

## TERMINOLOGY

9. The references to information "relating to you" or "about you" include references to information about third parties such as your spouse and children (if any) which you provide to Permira on their behalf.
10. The "Group" means Permira and its associated companies, including Permira portfolio companies, further details of which can be obtained from HR.
11. Reference to 'employee' includes current and former employees, and current and former workers, contract workers, consultants, agency workers, secondees, work experience participants and interns, and partners of Permira or the Permira Group. Reference to 'employed' and 'employment' includes engagement under an offer letter, contract for services or for personal service, engagement under a secondment agreement, appointment under an appointment letter, or engagement under a partnership.

## THE CALIFORNIA CONSUMER PRIVACY ACT AND YOUR PERSONAL DATA RIGHTS

12. If you are an individual who resides in California and whose personal information is collected and processed by Permira, you may have the right to:
  - Request that we disclose to you, free of charge, the categories of the personal information we collect, specific to you over the last twelve (12) months, including the categories of sources from which the personal information was collected (and/or, if applicable, sold, shared or otherwise disclosed to a third party), and the business purpose for collecting PI.
  - Request the correction of any inaccurate personal information maintained by us about you.
  - Request that we limit the use of your sensitive personal information.
  - Choose to opt-out of the sale of personal information or the sharing of personal information for cross-context behavioral advertising. Currently, however, Permira does not sell employees personal information.
  - Request that we delete the personal information we have collected. Following our verification of the request, we will comply with the request and delete any or all the personal information in our possession that we collected from the California resident and/or any or all such in the possession of our service providers, unless otherwise restricted by law or regulation.
13. We follow the requirements of California Civil Code §1798.125 and will not discriminate against any consumer who exercises the rights set forth in this privacy notice.
14. Please note that the rights under the CCPA and CPRA do not apply to personal information collected, processed, sold or disclosed pursuant to Gramm-Leach-Bliley Act (Public Law 106-102) and Fair Credit Reporting Act (12 CFR 1022).
15. You can exercise your rights by contacting us using the details set out in the "Contact us" section below.

## CONTACT US

16. Alternative formats of this Notice are available if required upon request, including for employees with a disability. Please contact HR at [hrcore@permira.com](mailto:hrcore@permira.com).
17. For more information on how to contact us, please see the "Contact us" section in our [Global Privacy Notice](#).

## MISCELLANEOUS

18. This Notice is kept under regular review and may be updated from time to time. You will be notified in writing in case of any changes.
19. This Notice was last updated in November 2024.