



California Consumer Privacy Act (CCPA) Privacy Notice at Collection

Under the California Consumer Privacy Act (CCPA), California Residents may be entitled to certain notices and disclosures regarding the collection and use of their personal information.

The ERT Privacy Notice at Collection covers our practices regarding personal information collected when you complete applications and forms (online or hardcopy). Personal information may include: name, social security number, date of birth, physical description, home address, home telephone number, and educational, financial, medical, or employment information for you or any covered dependent under ERT's benefit plans.

ERT collects personal information directly from individuals during the application, onboarding, and benefit enrollment process. Collection of this information is required for employment or enrollment in benefit programs; however, under CCPA, you have the right to limit the use and disclosure of your sensitive personal information. To exercise this right, please send an email to the Human Resources department at ERT-HR@ertcorp.com.

The information collected will not be sold, and only limited information is disclosed for employment verification purposes or when required by law. In addition, ERT retains personal information within the HRIS, Timekeeping, and Secured Document Drives/Sites as well as hard copy personnel files at Headquarters. Personnel files are retained for seven years after termination before scans are uploaded into ERT's secure archives.

Individuals who provide personal information to ERT have the right to review the information for accuracy and completeness and to request correction or deletions. For Personal information access requests send an email to the Human Resources department at ERT-HR@ertcorp.com.