

## MARSHBERRY – US CANDIDATE PRIVACY NOTICE

Last modified on May 8, 2026

This Candidate Privacy Notice (“**Candidate Privacy Notice**”) sets out the basis on which Marsh, Berry & Co., LLC and/or its subsidiaries and affiliates in the MarshBerry group (“**MarshBerry**,” “**we**,” “**us**,” “**our**,” or “**Company**”) will process any personally identifying information that you provide to us, including information we receive directly from you, or indirectly from third parties, in connection with your job application. This Candidate Privacy Notice applies to all US-based applicants to the Company, except for those located in California. California applicants should reference our California Privacy Notice.

By providing personal information to us, you acknowledge the practices described in this Candidate Privacy Policy. If your application is successful, we will provide you with a separate privacy policy setting out how we process your personal information during the course of your employment or consulting or temporary contract with us, as applicable.

### THE TYPES OF DATA WE MAY RECEIVE AND HOW WE COLLECT IT

- **Information you provide as part of your application.** You (or any headhunter or agent) provide certain information directly to us when you apply for a position with the Company. This includes information that you provide when you call us, email us, or submit your resume and/or cover letter, such as your name, title, gender, date of birth, contact information, work experience, educational qualifications, current salary information, name and contact details of any referees, and any other information you choose to submit to us.
- Sensitive data such as health data (particularly disability-related information)(“**Sensitive Data**”).
- Information in your LinkedIn profile or other public information on social media sites.
- Information on any criminal records checks we conduct prior to or after an offer of employment (“**Criminal Records Data**”).
- **Information from third parties.** We receive information from third parties in connection with your application, such as your past employers, recruiters, and references you provide, which we use to evaluate your application and verify your credentials.

### HOW WE USE YOUR INFORMATION

- Recruitment activities
  - We use the information we collect from or about you to evaluate your application, verify your credentials, and, if applicable, contact you in case of questions, invite you to participate in the next round of the application process and prepare a contract if you are selected.
  - We also use the information you provide in the application process to improve our application process.
- Conduct background checks
  - We process your data provided during the application process, Criminal Records Data and data relating to your social media accounts, to carry out background checks.
  - The conduct of background checks may also involve processing of Sensitive Data mentioned above.
- Exercise or defend legal claims
  - We may process your data provided during the application process to exercise and defend our rights and claims.
- Regulatory and legal compliance
  - We process your data provided during the application process when it is required by law.
  - We may process Sensitive Data to ensure we offer reasonable accommodations to those candidates who need them.

- Talent pool
  - If you choose to join our talent pool to hear about future job openings within MarshBerry, we will store your information from the application process.

### **HOW WE SHARE YOUR INFORMATION**

We share your information with companies who perform services on our behalf. These companies are prohibited from retaining, using, or sharing your information for any purpose other than providing their services to us. These categories of recipients include IT service providers, third party recruiters, background check and applicant tracking software providers.

### **CHANGE OF PURPOSE**

Where your local law requires us to do so, we will only use your information for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. Please also note that we may process your information without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

### **DATA RETENTION**

We will retain your information only for as long as necessary to fulfil the purposes for which we collected it. To determine the appropriate retention period, we consider the amount, nature and sensitivity of your personal information, the potential risk of harm from unauthorized use or disclosure of your personal information, the purposes for which we process your personal information and whether we can achieve those purposes through other means, and the applicable legal requirements. We will also retain and use your personal information to the extent necessary to comply with our legal obligations, resolve disputes, and enforce our policies.

### **SECURITY**

We implement and maintain reasonable security measures to protect the information submitted to us from accidental loss and from unauthorized access, use, alteration, and disclosure. However, no physical or electronic security system is impenetrable, and there is no completely secure or error-free method of data transmission over the internet. As such, we cannot and do not guarantee the security of your information, nor can we guarantee that information you provide won't be intercepted while being transmitted over the internet or other networks.

### **CHANGES TO THIS CANDIDATE PRIVACY NOTICE**

This Global Candidate Privacy Notice may be updated from time to time by us at our discretion. Any updated version will be made available to you at <https://www.marshberry.com/privacy-policy/>.

### **CONTACT US**

If you have any additional questions or concerns about this Candidate Privacy Notice or our privacy policies and practices, please contact the MarshBerry Compliance Department at [compliance@marshberry.com](mailto:compliance@marshberry.com).