



Global Applicant Privacy Notice

Effective Date: December 2025

At Emergent ("We," "Us," "Our"), we are committed to protecting your privacy and handling your personal information in accordance with applicable privacy laws. This Applicant Privacy Notice outlines how we collect, use, share, and protect your personal information during the recruitment process.

This notice applies to applicants located in various jurisdictions, including Canada, the European Union (EU), and the United States (U.S.), and incorporates important regional requirements, including Quebec's updated hiring guidelines, the General Data Protection Regulation (GDPR), and the California Privacy Rights Act (CPRA).

1. Information We Collect

We collect personal information from applicants to evaluate their qualifications, manage the recruitment process, and ensure compliance with legal obligations. The types of personal information we may collect include:

- **Personal Identifiers** such as name, address, email address, phone number, and online identifiers.
- **Professional Information** including resumes, work experience, qualifications, references, and professional certifications.
- **Sensitive Information** such as health-related data, disability status (if disclosed), and accommodations, where applicable.
- **Electronic or Visual Information**, such as photographs or security footage, if relevant to the recruitment process.
- **Other Data** such as financial information (e.g., salary expectations) and educational history.

2. How We Use Your Information

Your personal information is used for the following purposes:

- Evaluating your qualifications and suitability for employment.
- Managing the recruitment process, including interviews and assessments.

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- Complying with legal and regulatory requirements, including diversity monitoring and equal opportunity reports.
- Conducting background checks, when required and permitted by law.
- Contacting you regarding employment opportunities or job offers.

We only collect and process personal information necessary for these purposes. We do not collect more data than is required to evaluate your candidacy and perform the hiring process.

3. Sensitive Personal Information

If you disclose sensitive personal information, such as health information or disability status, we will seek your explicit consent before collecting or processing such data. We only use sensitive personal information for purposes allowed by applicable laws, such as conducting equal opportunity monitoring or providing accommodations.

4. Data Minimization and Retention

We are committed to collecting only the personal information necessary for the recruitment process and will retain your data only for as long as necessary to fulfill the purposes for which it was collected.

Typically, we will retain your data for the following periods:

- **Active recruitment process:** Until the recruitment process is completed.
- **Post-hiring:** If you are hired, we will retain your data as part of your employee record in accordance with our employee privacy notice.
- **If not hired:** Your data will be retained in accordance with our internal retention schedule and applicable laws, and may be used for legitimate business purposes, including consideration for future job opportunities, unless you request otherwise.

Once your data is no longer required, it will be securely deleted or anonymized.

5. Sharing Your Information

We may share your personal information with:

- **Third-Party Service Providers:** These include recruitment platforms, background check providers, and job board platforms. These third parties are contractually obligated to handle your data in accordance with our privacy practices.

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- **Affiliates:** We may share your personal information within our corporate family for recruitment purposes.
- **Legal Obligations:** We may disclose your personal information to comply with applicable laws, regulations, or a legal request.

We do not sell or share your personal information for purposes of cross-contextual behavioral advertising.

6. Your Rights and Choices

You have certain rights regarding the personal information we collect about you, including:

- **Access and Correction:** You may request access to your personal data and request corrections if the information is inaccurate.
- **Withdrawal of Consent:** In some jurisdictions (e.g., Quebec), you may have the right to withdraw consent for certain data processing activities.
- **Erasure:** You may request the deletion of your personal data, subject to any legal obligations.
- **Objection and Restriction:** You have the right to object to or restrict the processing of your personal data in certain situations.
- **Data Portability:** If applicable, you may request to receive your personal data in a structured, commonly used format.

If you would like to exercise any of these rights, please contact our Privacy Office at [Privacy Office Contact Information].

7. For Applicants in Quebec, Canada

If you are applying for a role in Quebec, please note that we process your personal data in accordance with Quebec's privacy laws, including the Act Respecting the Protection of Personal Information in the Private Sector (the "Quebec Privacy Act"). In addition to the rights listed above, we emphasize:

- We will collect only the personal information necessary for the recruitment process.
- We will retain your personal data only for as long as needed and will delete or anonymize it after the recruitment process concludes.
- If you provide sensitive information (such as health or disability data), we will seek your explicit consent.

If you have any questions regarding your rights or the processing of your data, please contact our Privacy Office.

8. For Applicants in the European Union (EU)

For applicants in the EU, we process your personal data in compliance with the **General Data Protection Regulation (GDPR)**. Our processing activities include ensuring a lawful basis for processing your data, such as the performance of a contract, compliance with legal obligations, legitimate interests, or your consent where necessary.

Your rights under the GDPR include access, rectification, erasure, restriction, objection, data portability, and the right to lodge a complaint with your local data protection authority.

9. For Applicants in California (U.S.)

For California residents, we process your personal data in compliance with the **California Privacy Rights Act (CPRA)**. You have the right to know what personal data we collect, to request access to your data, to request deletion of your data, and to opt-out of the sale or sharing of your personal data (if applicable).

For more details on the categories of personal information we collect and how we use it, please refer to the section titled **What Personal Information We Collect** in this notice.

10. AI and Automated Decision-Making (ADM) – Global

We may use artificial intelligence (AI) and automated decision-making (ADM) tools to assist in our recruitment process. These tools may include, for example:

- Resume and application matching – to identify skills, experience, and qualifications relevant to the roles applied for
- Candidate ranking or scoring – to help prioritize applicants for review
- Keyword and experience analysis – to support screening and shortlisting
- Chatbots for application assistance – to guide candidates through processes like resume upload and answering FAQs

The business purpose of these tools is to help our recruitment team efficiently identify qualified candidates and streamline the hiring process. All outputs from these tools are monitored by our recruitment and privacy teams and human review is applied to key decisions to ensure fairness.

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Your personal data is processed in accordance with applicable laws in your jurisdiction, including U.S. state privacy laws (such as California, Colorado, and Virginia) and Canadian privacy laws (PIPEDA and provincial legislation). You may have rights to access, correct, or request deletion of your data, and in certain jurisdictions, to receive information about automated decision-making.

Cross-border transfers of your data may occur with appropriate safeguards in place, such as Standard Contractual Clauses.

EU/UK Applicants – GDPR/UK GDPR

If you are located in the European Union or the United Kingdom, additional rights apply under GDPR/UK GDPR. Automated decision-making may be used to assist with screening and matching applications, including resume matching, scoring, and shortlisting. Decisions made solely by automated processing that have legal or similarly significant effects are subject to human review.

You have the right to:

- Access your personal data and request corrections
- Request deletion or restriction of processing
- Object to processing, including profiling
- Receive meaningful information about the logic, significance, and consequences of automated decisions
- Opt out of automated decision-making where permitted by law

To exercise these rights or request human review, please contact our Data Protection Officer or local privacy representative as provided in this notice.



Changes to This Privacy Notice

We may update this Applicant Privacy Notice from time to time. If we make any significant changes to the way we collect, use, or share your personal data, we will notify you and update this notice accordingly.

Contact Information

If you have any questions or concerns about this privacy notice or how we handle your personal data, please contact our Privacy Office at:

Privacy Office

Email: privacy@ebsi.com

Mailing Address:

Emergent BioSolutions Inc.
Attn: Privacy Office
300 Professional Drive
Gaithersburg, MD 20879, USA

For individuals in Canada, including Quebec, our Data Protection Officer (DPO) is responsible for overseeing the management of personal information and can be contacted at privacy@ebsi.com or at the mailing address above.