

California Privacy Rights Act (CPRA) Privacy Notice Addendum for California Applicants for Employment

The California Privacy Rights Act (CPRA) provides rights for California residents, who are applicants for employment, to understand our data collection practices and to receive information from Ameriprise Financial, Inc., and its affiliates, about the information we collect and use about you. This CPRA Privacy Notice addendum also provides information to California residents about what information you can obtain from Ameriprise Financial, Inc. Please refer to the [Ameriprise Financial Privacy Notice for Job Applicants](#) to learn more.

California Resident's Right	Detailed Information	Use Purpose
<p>Right to Know What is Collected</p>	<p>Ameriprise Financial, Inc. ("Ameriprise") and its affiliates, may collect one or more of the types of information about you based on information you provided to us:</p> <ul style="list-style-type: none"> ▪ Personal contact data (e.g., name, home address, home, work and cell phone number, email address, etc.) ▪ Internet-related data (e.g., activity on web sites or software applications by reference to computer IP addresses we associate with you, email communications including attached documents, between you and the company, stored documents, etc.) ▪ Professional data (e.g., current and former employers, occupations and work history, awards, qualifications, certificates, licenses, work permit information, conflicting family employment, and any other information you choose to provide in your resumes and applications) ▪ Educational history data (e.g., education institutions attended, education levels attained, etc.) ▪ Results of background checks and references (e.g., verification of professional and educational detail provided, criminal record checks, credit checks, publicly available information about you including from online resources, and opinions/comments of any previous employers) ▪ Inferences drawn from the categories of data above (e.g., profiles, applicant analytics, applicant preferences, qualifications) ▪ Audio/Visual/Electronic data (e.g., your photo, a sample of your signature, etc.) 	<p>Considering qualifications, servicing, and applicant reporting obligations</p>
<p>Right to Know Sensitive Personal Information Collected</p>	<p>Ameriprise may collect one or more types of sensitive personal information about you based on the information you provided to us:</p> <ul style="list-style-type: none"> ▪ Identifying numbers (e.g., driver's license or state identification numbers, social security number, passport relevant licensure numbers, etc.) ▪ Biometric data (e.g., fingerprints) ▪ Location data (e.g., geographic locations associated with a computer's IP address) ▪ Political contributions (e.g., monetary, in-kind, and voluntary contributions to officeholders, candidates, campaigns, PAC, or political party) ▪ Characteristics of Protected Classifications under Law (e.g., voluntary disclosed race, ancestry or national origin, disability, and veteran status and gender disclosure) 	<p>Background checks, reporting consideration for employment, and servicing your application</p>

California Resident's Right	Detailed Information	Use Purpose
Right to Request Information Regarding Personal Information Collected and Disclosed	<p>At your request, Ameriprise will provide a report regarding the information we have collected, used, or disclosed to others in the prior 12 months about you which will cover:</p> <ol style="list-style-type: none"> 1. The categories of personal information collected about you; 2. The specific pieces of personal information we have about you; 3. Categories of sources from which personal information is collected; 4. Our purpose for collecting or sharing personal information; 5. Identification and categories of third parties with whom Ameriprise shares your personal information. <p>Upon receipt of a Verified Request, Ameriprise. will initiate the process of gathering such personal information to provide to you.</p> <p>Please see the section below entitled “Submission of a Verifiable Request” for instructions on how to submit a request to exercise any of your rights. Once the request is verified as described below, it will be considered a “Verified Request” for purposes of this notice.</p>	Honoring Right to Access
Right to Request Deletion of Personal Information	<p>You can request that Ameriprise delete personal information it has collected and maintains about you. In order to request that we delete such information, you need to follow the instructions provided. Upon receipt of a Verifiable Request, and so long as we have no right or obligation to keep your personal information. Ameriprise is required by law to have you confirm your previously submitted Verifiable Request to delete your information. Once you provide that confirmation, we will start the process of deleting your personal information, and we will also instruct all of our service providers that maintain your personal information on our behalf to also delete your personal information from their records.</p>	Honoring Right to Request Deletion
Right to Correct Inaccurate Information	<p>You can request that Ameriprise correct inaccuracies to personal information it has collected and maintains about you. To request that we correct such information, you need to follow the instructions provided. Upon receipt of a Verifiable Request, and so long as we have no right or obligation to maintain the disputed information despite your right to request correction, Ameriprise is required by law to have you confirm your previously submitted Verifiable Request to correct your information. Once you provide confirmation, we will start the process of correcting your personal information, and we will also instruct all of our service providers that maintain your personal information on our behalf to also correct your personal information in their records.</p>	Honoring Right to Correction
Right to Know Sale or Sharing of Your Personal Information	<p>Ameriprise does not sell or share for cross-contextual behavioral advertising personal information it collects from applicants.</p>	We don't sell or share

California Resident's Right	Detailed Information	Use Purpose
Right to Opt-Out of Inferring Characteristics from Sensitive Personal Information	Ameriprise does not infer information about the Sensitive Personal Information collected for applicants. Sensitive personal information, such as gender, race, disability, etc. will be used for mandatory reporting purposes when voluntarily provided by the applicants through the application process.	Reporting obligations
Right to Limit Automated Processing	Ameriprise does not use computer-led or Automated Processing to make determinations or infer performance of any applicants.	We do not use automated processing
Right to Non-Discrimination	Ameriprise shall not discriminate against you by altering your employment relationship because you chose to exercise any of your rights under the CPRA.	N/A

Definitions. For purposes of this CPRA Privacy Notice addendum, the terms below have the following meaning:

Verified Request (or Verifiable Request) means a request that is made by a California resident on their own behalf, or on behalf of a California resident from whom they have received authorization, and that Ameriprise can verify pursuant to its standard verification procedures. For your protection, we request and verify specific pieces of information about you prior to sharing any data with you.

Sensitive Personal Information means personal information that reveals a consumers social security, driver's license, state ID card, or passport number; account log-in, financial account, debit card or credit card number combined with any security or access code, password or credentials allowing access to an account; precise geolocation; racial or ethnic origin, religious or philosophical beliefs or union membership; contents of mail, email, and text messages; genetic data, including biometric information for identification purposes; and health, sex life or sexual orientation.

Sensitive personal information collected must not be incompatible with the disclosed purpose of which the sensitive personal information was collected. We do not infer characteristics from sensitive personal information.

Automated Processing means using a computer, artificial intelligence, machine learning, etc. to make decisions for employment, benefits, promotion, and other human resources functions without the interference, input, or decision making of a human.

Use of personal information. The use of personal information for the business's or a service provider's operational purposes, or other notified purposes, provided that the use of personal information shall be reasonably necessary and proportionate to achieve the operational purpose for which the personal information was collected or processed or for another operational purpose that is compatible with the context in which the personal information was collected.

Specifically, contact details will be used to contact you if you decide to move forward with your application and throughout the recruiting process. Further, information on your employment and education history will be processed for the business purpose of assessing your suitability for the role for which you applied. Finally, there is a business purpose to use your personal information, in some cases, to comply with regulations binding on our company and practices.

With whom will we share your personal information? We will primarily share your information with those who will use it to determine your eligibility for the position to which you applied. Those professionals can also use that information to contact you about the position and assist you with the process of applying.

We may also share your information with other companies within the Ameriprise group of companies and affiliates.

We may share your information with third party service providers to assist the company with recruitment, background investigations, and legal matters. If your information is shared in this way, we will do so only to those that need to know and only if those service providers respect the security, purpose, and confidentiality of that data.

Finally, we may also share your data with third parties if needed and appropriate to comply with our legal obligations, defend our legal rights, protect your vital interests in the event of an emergency, or if we have otherwise obtained your consent.

Reasonable Security Procedures and Practices. We will maintain the data in a manner commensurate with the data held with regard to the sensitivity. Access to the data will be reserved for those with a business need for the information. The data will be kept in an encrypted manner and any transfer or disclosure will be done in a secure manner.

Right to Request the Limitation on Sale or Sharing for cross-contextual behavioral advertising your personal information.

While Ameriprise does not sell or share our applicant's personal information to others, the law does grant you the right to direct businesses that do sell or share for cross-contextual advertising your personal information to stop selling or sharing your personal information and to refrain from doing so in the future.

Retention Criteria. We will keep your application for employment for a period of 3 years after the date the position was filled.

Delete, or Correct Information. You should be aware that Ameriprise's obligations to you are subject to certain important exemptions that will limit the things we are required to provide to or do for you under this law. Ameriprise is not obligated to delete information in response to a Verifiable Request if other regulations require us to maintain these records for a period of time. In many instances that will be the case.

Submission of a Verifiable Request. You may submit a Verifiable Request by calling 1.800.862.7919 and providing all of the information below. You may also send your Verifiable Request by electronic mail to [Privacy Consumer Inquiry](#). Each Verifiable Request, no matter how submitted, must include all of the following information:

- First and Last Name
- Mailing address (street, city, state, zip code)
- Email address
- Phone number
- Applicant or Employee ID (optional)

Upon receipt of your request, Ameriprise must ensure it is a Verifiable Request. Ameriprise will acknowledge our receipt of your request within ten (10) days, and we have forty-five (45) days to respond to you or request that you confirm your request to correct or delete information we hold. If reasonably necessary to respond to your Verifiable Request, Ameriprise may extend the deadline for our response to you by an additional forty-five (45) days, and if we choose to do so, we will notify you.

Changes to this Privacy Notice Addendum. We will only use your personal information in the manner described in this Privacy Notice Addendum. However, we reserve the right to change the terms of this Privacy Notice Addendum at any time by posting revisions to our internal website. If at any time we decide to use your personal information in a manner that is different from than stated at the time it was collected, you will be given notice.

Questions. If you have questions about this Privacy Notice Addendum, please contact the [Global Privacy Office](#).