

## **Applicant Privacy Notice**

Ferguson Enterprises, LLC and our subsidiaries and affiliates (collectively, "Ferguson") respect your concerns about privacy. This Applicant Privacy Notice describes the types of personal information we collect about individuals who apply for jobs with Ferguson ("Job Applicant").

### ***Collection of Information***

For the purposes of this Applicant Privacy Notice, personal information means any information about a Job Applicant collected in connection with the recruitment process. Ferguson may collect personal information directly from you, as a Job Applicant, or may receive personal information from third parties, for example, in connection with a background, employment, or reference check, subject to your consent where required by law. We may collect the following categories of personal information about Job Applicants:

- Personal contact details such as name, alias and other names, title, addresses, telephone numbers, personal email addresses, Social Security Number, driver's license number or state ID card number, passport number, and other unique personal identifiers.
- Work history and other relevant experience including information contained in a resume, CV, cover letter, or job application.
- Education information including degrees awarded, transcripts, professional licenses, and other information provided in support of the job application.
- Information collected during phone screenings and interviews.
- Details regarding the type of employment sought, willingness to relocate, job preferences, and other information related to compensation and benefits, or other information you provide to us in support of an application and/or the application and recruitment process.
- Information about age, date of birth, gender, classifications protected under state or federal Equal Employment Opportunity laws (such as race or national origin), medical condition or information, health insurance information, and policy number.
- Reference information and information received from background checks, where applicable, including information provided by third-parties, DMV records, and driving related information.
- Information related to any assessment you may take as part of the interview screening process.
- Information related to previous applications to Ferguson or previous employment history with Ferguson.
- Sensory or surveillance information, including COVID-19 related health assessments (including temperature checks), call monitoring, and video surveillance.

### ***Use of the Information We Collect***

We use personal information of Job Applicants for the purpose of processing job applications, evaluating candidates for employment, and carrying out and supporting HR functions and activities, including as described below.

- Identifying and evaluating Job Applicants, including assessing skills, qualifications, and interests for the purposes of determining suitability for the position for which you have applied.
- Verifying your information and carrying out employment, background, and reference checks, where applicable, subject to your consent where required by applicable law.
- Communicating with you about the recruitment process and your application.
- Keeping records related to our hiring processes, for only as long as appropriate under the circumstances.
- Creating and submitting reports as required by applicable laws or regulations.
- To comply with our legal, regulatory, or other corporate governance requirements.
- Analyzing and improving our application and recruitment process.
- Other business purposes.

If you are offered and accept employment with Ferguson, the information collected during the application and recruitment process will become part of your employment record. Additionally, if you apply for a job at Ferguson and your application is unsuccessful (or you withdraw from the process or decline our offer), Ferguson will retain your information for a period after your application. We retain this information for various reasons, including in case we face a legal challenge in respect of a recruitment decision, to consider you for other current or future jobs at Ferguson, and to help us better understand, analyze, and improve our recruitment processes.

### ***How to Contact Us***

If you have any questions about this Applicant Privacy Notice or the ways in which Ferguson collects and uses your personal information, please contact us through the HR Department at [AskHR@Ferguson.com](mailto:AskHR@Ferguson.com).

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