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# GDPR – Applicant Privacy Notice

This Privacy Notice applies if you are applying for employment with Perella Weinberg Partners.

Where we use the term your “Application” in this notice, we are referring to your application to work at one of the Perella Weinberg Partners offices, based in Canada, France, Germany, the UK or the US.

In this Privacy Notice, “we”, “us” or “our” means:

- Perella Weinberg Partners UK LLP, registered in the UK with its registered address being at 20 Grafton Street, London, W1S 4DZ and company registration number being OC319198; and / or
- Perella Weinberg Partners France, registered in France with its registered address being at 9 avenue Percier, Paris, 75008 and company registration number being 840 568 224 and / or
- Perella Weinberg GmbH, registered in Germany with its registered address being at Ainmillerstr. 11, 80801 Munich, Germany and company registration number being HRB 251297

We will each have access to your personal data in relation to your Application and this Privacy Notice applies to the extent that we process (e.g. access, obtain, record, use, share or hold etc.) any such personal data.

We are responsible for ensuring that we use your personal data in compliance with data protection law and the purpose of this Privacy Notice is to explain what personal data we have access to and how we might use it. Please take the time to read and understand this Privacy Notice.

## *Personal data collected by and / or accessible by us*

We may process (e.g. access, obtain, record, use, share or hold etc.) the following personal data about you which has been collected in relation to your Application:

- **Information that you provide to us or other members of Perella Weinberg Partners.**

This includes information that you submit to Perella Weinberg Partners when you make your initial application and includes:

- personal details such as, but not limited to, your full name, email address, contact details, employment history and qualifications (both academic and professional); and
- any other details you provide in support of your Application, including (but not limited to) information contained in your CV and/or covering email and your reasons for applying to Perella Weinberg Partners.

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- **Information we, or other members of Perella Weinberg Partners, otherwise collect about you.**

This includes information that is collected in connection with your Application and is likely to include:

- personal data that we or other members of Perella Weinberg Partners collect through your communication and correspondence with us or other members of Perella Weinberg Partners (including but not limited to the content, date and time of your email correspondence); and
- information obtained through any interviews and assessments with you.

- **Information we, or other members of Perella Weinberg Partners, obtain from other sources.**

This may include:

- personal data that we or other members of Perella Weinberg Partners collect from screening, background and/or reference checks we or other members of Perella Weinberg Partners may perform on you as part of the Application or recruitment process, which may include your address history, your credit history, your qualifications (both academic and professional), your previously held directorships (if any); and
- criminal record checks.

## *Uses of your personal data*

Your personal data may be processed by us in the following ways and for the following purposes:

- to consider your Application (including, in some cases, verifying your qualifications and references with those third parties you name);
- to meet our legal and regulatory obligations;
- to maintain consistent practices and procedures with respect to the collection, use, disclosure, transfer and processing of personal data across all Perella Weinberg Partners companies worldwide. These practices and procedures include the effective recording, management and administration of personal data;
- to maintain consistent practices and procedures with respect to the recruitment of personnel across Perella Weinberg Partners, including the performance of human resources and other functions of Perella Weinberg Partners;
- we may process your personal information for the purposes of equal opportunities monitoring; and

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- to maintain contact with you in the future and notify you of relevant job vacancies within Perella Weinberg Partners that you might be interested in. Please note that if you do not want us to retain your information, or want us to update it at any stage, please contact us in accordance with the “**Contacting us**” section.

We are entitled to use your personal data in these ways because:

- we need to in order to take steps in preparation for entering into a contract with you, in particular to consider you for a position at Perella Weinberg Partners;
- we have legal and regulatory obligations that we have to discharge;
- we may need to in order to establish, exercise or defend our legal rights or for the purpose of legal proceedings; and/or
- the use of your personal data as described is necessary for our legitimate business interests (or the legitimate interests of another Perella Weinberg Partners company), such as:
  - allowing us to effectively assess your skills, qualifications and/or the strength and merits of your Application and your suitability for the role applied for;
  - allowing us to effectively verify your information;
  - allowing us to effectively and efficiently administer and manage the operation of our business;
  - ensuring a consistent approach to the recruitment of Perella Weinberg Partners personnel worldwide; or
  - being able to contact you in relation to your Application and the recruitment process.

Please note, if your Application is successful and you are subsequently offered and accept employment at Perella Weinberg Partners, the information collected during the application and recruitment process will become part of your employment record.

### ***Sensitive personal data***

What we will do with “sensitive personal data”

Certain forms of “sensitive personal data” are subject to specific protection or restriction by law in certain territories, including the EU. For these purposes, “sensitive personal data” is data relating to: racial or ethnic origin; criminal activity or proceedings in certain countries; political opinions; religious philosophical beliefs; trade union membership genetic data, biometric data, data concerning health or sex life or sexual orientation. We will not process your sensitive personal data unless the following conditions are met:

- the processing is necessary for carrying out our obligations and specific rights in the field of employment law, social security or social protection law (including obligations in relation to

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public health, health and safety and disability discrimination, the legality of personnel working in a particular jurisdiction, which will involve processing data in relation to nationality, work permits and visas, monitoring equality of racial or ethnic opportunity or treatment, and vetting (where necessary));

- the processing is necessary to protect the vital interests of you or another person where you are physically or legally incapable of giving consent;
- the data in question has been made public by you;
- the processing is necessary for the purpose of, or in connection with, any actual or prospective legal proceedings, for the purpose of obtaining legal advice or otherwise for the purposes of establishing, exercising or defending legal rights subject to applicable local legislation or where courts are acting in their judicial capacity;
- the processing is necessary for reasons of substantial public interest on the basis of local law which is proportionate to the aim pursued and which contains appropriate safeguarding measures;
- the processing is necessary for archiving purposes in the public interest or scientific and historical research purposes or statistical purposes; or
- as otherwise permitted by law; and in each case we will meet any additional local legal requirements and enforce any applicable duties of confidentiality effectively, for example in relation to access to health records.

### *Disclosure of your information to third parties*

Within Perella Weinberg Partners

We may disclose your personal data to other companies within Perella Weinberg Partners for the purposes of:

- the management and administration of the Perella Weinberg Partners business, including the maintenance of the centralised databases storing personal data;
- enabling the performance of the functions that each of the Perella Weinberg Partners businesses may perform relating to regional or global HR decisions within Perella Weinberg Partners; or
- Assessing compliance with applicable laws, rules and regulations, and internal policies and procedures within Perella Weinberg Partners.

Where personal data is disclosed by us to other companies within Perella Weinberg Partners, we will take steps to ensure that the personal data is accessed only by those Perella Weinberg Partners personnel that have a need to do so for the purposes described in this notice.

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## Outside Perella Weinberg Partners

In addition to the above, we (and the other Perella Weinberg Partners companies to whom your personal data is disclosed) may share your personal data outside Perella Weinberg Partners:

- to third party agents or contractors, bound by obligations of confidentiality, in connection with the processing of your personal data for the purposes described in this notice. This may include outsourced HR service providers and consultants, IT and communications service providers, law firms, accountants and auditors (“**Third Parties**”); and
- to the extent required by law, regulation or court order, for example if we are under a duty to disclose your personal data in order to comply with any legal obligation.

## *International transfers of personal data*

Your personal data may be transferred by us to and stored in databases hosted and maintained outside the European Economic Area (“**EEA**”). It may be stored and processed by other Perella Weinberg Partners companies and/or Third Parties in other countries, which may include destinations outside of the EEA.

Where your personal data is transferred by us outside the EEA, we will ensure that it is protected in a manner that is consistent with how your personal data will be protected by us in the EEA. This can be done in a number of different ways, for instance:

- the country that we send the data to might be approved by the European Commission;
- the recipient might have signed up to a contract based on “model contractual clauses” approved by the European Commission, obliging them to protect your personal data; or
- where the recipient is located in the US, it might be a certified member of the EU-US Privacy Shield scheme.

In other circumstances the law may permit us to otherwise transfer your personal data outside the EEA. In all cases, however, we will ensure that any transfer of your personal data is compliant with applicable data protection law.

You can obtain more details about the protection given to your personal data when it is transferred outside the EEA by contacting us in accordance with the “**Contacting us**” section.

## *Retention of personal data*

How long we hold your personal data for will vary. The retention period will be determined by various criteria including:

- the purpose for which we are using it – we will need to keep the data for as long as is necessary for that purpose; and

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- legal obligations – laws or regulation may set a minimum period for which we have to keep your personal data.

In some instances, we may retain your information to consider you for other roles and future opportunities at Perella Weinberg Partners which may be of interest to you. If you do not want us to retain your information, or want us to update it at any stage, please contact us in accordance with the “**Contacting us**” section.

## *Your rights*

You have a number of legal rights in relation to the personal data that we hold about you and you can exercise your rights by contacting Perella Weinberg Partners.

These rights include:

- the right to obtain information regarding the processing of your personal data and access to the personal data which we hold about you;
- the right to withdraw your consent to our processing of your personal data at any time. Please note, however, that we may still be entitled to process your personal data if we have another legitimate reason (other than consent) for doing so;
- in some circumstances, the right to receive some personal data in a structured, commonly used and machine-readable format and/or request that we transmit those data to a third party where this is technically feasible. Please note that this right only applies to personal data which you have provided to us (and not, for the avoidance of doubt, information we, or other companies within Perella Weinberg Partners, otherwise collect about you or information we obtain about you from other sources);
- the right to request that we rectify your personal data if it is inaccurate or incomplete;
- the right to request that we erase your personal data in certain circumstances. Please note that there may be circumstances where you ask us to erase your personal data, but we are legally entitled to retain it;
- the right to request that we restrict our processing of your personal data in certain circumstances. Again, there may be circumstances where you ask us to restrict our processing of your personal data, but we are legally entitled to refuse that request;
- the right to object to our processing of your personal data in certain circumstances. Please note that there may be circumstances where you object to our processing of your personal data, but we are legally entitled to continue to process it; and
- the right to lodge a complaint with the UK data protection regulator, the Information Commissioner’s Office (<https://ico.org.uk/>), if you think that any of your rights have been infringed by us.

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## *Contacting us*

If you would like further information on the collection, use, disclosure, transfer or processing of your personal data or the exercise of any of the rights listed in this notice, please address questions, comments and requests to the Human Resources Department.

<mailto:HumanResourcesEuropeME@pwpartners.com>

You can find out more information about your rights by contacting the data protection regulator in your jurisdiction, the Information Commissioner's Office, or by searching their website at

<https://ico.org.uk/>.



# California Consumer Privacy Act Employee Privacy Notice

In this notice, “we”, “us” and “our” means PWP Employer LP and its parents and subsidiaries.

## *About this privacy notice*

For the purposes of the California Consumer Privacy Act ("**CCPA**"), we intend to collect your personal data. We are responsible for ensuring that we use your personal data in compliance with the CCPA.

This privacy notice applies if you are a current, former or prospective employee of our organization. The term “employee” includes job applicants, individuals who work for or provide services to us on a non-permanent basis, such as contingent workers, temporary, seasonal and contract workers, independent contractors, consultants, interns, and advisors, and directors, officers, and any other individuals who may provide services to or work for the organization.

This privacy notice sets forth:

1. The categories of personal information about you that we intend to collect and use;
2. The business or commercial purpose for which each category of information shall be used;
3. Practices for sharing of personal information with third parties;
4. The contact information for you to obtain further information on the collection, use, disclosure, transfer or processing of your personal data; and
5. Policies for making changes to our privacy notice.

Please take the time to read and understand this privacy notice.

## *Personal data that we collect about you*

We will collect and process the following personal data about you:

- **Information that you provide to us.** This includes information about you that you give to us by filling in forms or by communicating with us, whether face-to-face, by phone, e-mail or otherwise through the recruitment process and during your employment or engagement with us. This information may include:
  - your full name, date of birth, race, ethnicity, nationality, gender, education and qualification details, details of your professional memberships and professional experience, education background, marital status, personal email address, home address and address history, and home and mobile telephone number;
  - next of kin, emergency contact details and details of your family and any dependents;

# California Consumer Privacy Act Employee Privacy Notice (cont'd)

- Social security number, bank account details for the transfer of your salary and other benefits, credit card details, tax details and your date of hire;
- personal interests, such as private investments and trading/managed accounts or outside interests of you and any spouse or dependents;
- passport, details relating to your visa or your right to work in the US.
- **Information we collect or generate about you.** This includes:
  - work-related details such as your job position, contact details, performance at work, absences, pay and benefits information, service history, a copy of your employment agreement, prior firm compensation, resumes (previous employer info), written references, performance reviews, disciplinary/grievance documentation, passport details, photographs, health information, pregnancy and/or disability status;
  - personal data that we collect through your use of our email system (including but not limited to your full name, email address and the content, date and time of your email correspondence and details of your internet utilization) and Company-issued devices (such as mobile phones, tablets and computers);
  - information obtained through an exit interview with you (upon your departure from our organization), including your reasons for leaving; and
- **Information we obtain from other sources.**
  - Resumes, references and career history;
  - background check information obtained from a third party that provides employment screening services to us, which may include employment history, education history (including academic transcripts), legal history, court and criminal records, details of your credit history, sanctions or regulatory enforcement actions, director disqualifications and your home address, information obtained in the course of conducting an investigative consumer report (information from public records and private sources, including information bearing on your character, general reputation, personal characteristics or mode of living), your motor vehicle operation history, professional licensing; and
  - Information about medical or health conditions including whether or not you have a disability for which we will need to make reasonable adjustments.

# California Consumer Privacy Act Employee Privacy Notice (cont'd)

## *Uses of your personal data*

Your personal data may be stored and processed by us in the following ways and for the following purposes:

- to meet our legal obligations as an employer and to perform our obligations and exercise our rights under your contract of employment with us (including to pay your earned wages and reimburse you for business expenses, evaluate performance, provide benefits in connection with your employment, and to register you with applicable regulators);
- to comply with any legal or regulatory obligations to which we are subject (including compliance with any request from regulatory authorities or other relevant public authorities); to process personal data relating to your health in order to ensure that we comply with our duties in relation to individuals with disabilities, meet obligations under health and safety laws and to ensure that employees are receiving the pay or other benefits to which they are entitled;
- we will use the data collected through monitoring of your use of our various communication services (telephones, intranet, internet, emails, texts or other messages) to support the management and supervision of our communications services, compliance checks and system auditing;
- for performance development, including conducting performance reviews, and ensuring compliance with our policies and procedures;
- we will process personal data related to your use of our email system in order to enable the effective operation of the email system and ensure that it is used in accordance with our policies and procedures;
- to make travel arrangements on your behalf;
- to assist with immigration requirements (including in relation to any visa or right to work in the US);
- we will use the private contact details relating to you and your next of kin (and other information that you have provided to us about yourself or your next of kin for emergency purposes) only in connection with an emergency or in line with our emergency response plan; and
- in order to maintain security of our building and IT systems.

We are using your personal data in these ways because:

# California Consumer Privacy Act Employee Privacy Notice (cont'd)

- we need to perform our obligations and exercise our rights in connection with your employment contract with us;
- we may need to for the purposes of occupational health and to make decisions regarding your fitness for work and to verify your eligibility for sick pay or insurance payments;
- we have legal and regulatory obligations that we have to discharge;
- we may need to establish, exercise or defend our legal rights or for the purpose of legal proceedings; or
- the use of your personal data as described may be necessary for our legitimate business interests (or the legitimate interests of one or more of our affiliates), such as:
  - allowing us to effectively and efficiently administer and manage the operation of our business;
  - ensuring a consistent approach to the management of our employees and the employees of our affiliate companies worldwide;
  - maintaining compliance with internal policies and procedures; or
  - being able to contact you or your family in the event of an emergency.

## *Disclosure of your information to third parties*

We may disclose your personal data to our affiliates for the purposes of:

- the management and administration of our business and our affiliates' business;
- complying with the functions that each of them may perform relating to regional or global HR decisions (including payroll, benefits and expenses);
- in relation to insurance claims;
- benchmarking employee salaries and benefits with similar organizations;
- to provide training and development;
- assessing compliance with applicable laws, rules and regulations, and internal policies and procedures across our business and our affiliates' businesses;
- where your personal data is held as part of an internal directory, enabling adequate communication with you for the performance of employment duties or for emergency reasons; and

## California Consumer Privacy Act Employee Privacy Notice (cont'd)

- the administration and maintenance of the databases storing personal data relating to our employees or to employees of our affiliates.

We will take steps to ensure that the personal data is accessed only by employees of our affiliates that have a need to do so for the purposes described in this notice.

We may also share your personal data to third parties outside of our corporate group for the following purposes:

- if we sell any of our business or assets, in which case we may disclose your personal data to the prospective buyer for due diligence and/or workforce integration purposes;
- if we are acquired by a third party, in which case personal data held by us about you will be disclosed to the third party buyer;
- to third party agents and contractors for the purposes of providing services to us, including payroll service providers, benefit advisors, insurance companies, IT and communications providers, law firms, accountants and auditors; and
- to the extent required by law, for example if we are under a duty to disclose your personal data in order to comply with any legal obligation, establish, exercise or defend our legal rights.

Third parties will be subject to confidentiality requirements and restrictions on the use of your personal data.

# California Consumer Privacy Act Employee Privacy Notice (cont'd)

## *Contacting us*

If you would like further information on the collection, use, disclosure, transfer or processing of your personal data or to exercise of any of the rights listed above, please address questions, comments and requests to the Human Resources Department per the contact information below:

Perella Weinberg Partners

Human Resources Department

767 5th Avenue, 5th Floor

New York, NY 10153

[Humanresources@pwpartners.com](mailto:Humanresources@pwpartners.com)

212-287-3379

## *Updates to this Privacy Notice*

We may change this Privacy Notice from time to time. If we make changes to (1) the categories of personal information that we collect; (2) the purposes for which the categories of personal information shall be used; we will notify you of the changes by sending a memo or using other methods that we select and are compliant with applicable laws. We will obtain your explicit consent in connection with any changes to this notice or in connection with changes to our Privacy Policy which impact the information we collect about you or the way in which we use the information.