



# Logitech Global Applicant Privacy Statement

This Global Applicant Privacy Statement (“Statement”) describes the privacy practices of Logitech Inc. and its affiliates and subsidiaries (“Logitech,” “we,” “us,” “our”) when collecting, processing and sharing your Personal Information (as defined below) when you are recruited by Logitech or apply for a position at Logitech. Review the Local Data Controller section below to see a full list of data controllers by country. As used in this Statement, “affiliates and subsidiaries” means companies related by common ownership or control.

If you have questions or complaints about this Statement or our privacy practices, reach out to us using the methods described in the “How to Contact Us” section below.

## What we expect from you

We expect you to share true, complete and accurate information with us. We may not offer you a role or we may take corrective action, up to and including termination, if we find out that you provided inaccurate, incomplete, or misleading information during the recruitment process. Never submit confidential information or other information that could violate another person’s or company’s rights. Providing Personal Information is voluntary for Applicants. However, if you fail to provide sufficient information, we may be unable to consider you for a role at Logitech.

## 1. When This Statement Applies

This Statement applies to the Personal Information provided by all individuals recruited by Logitech, applicants and candidates for positions with Logitech (collectively, “Applicants” or “you”) in connection with Logitech’s recruitment, application, and hiring processes. It applies to all countries and all Logitech locations.



## 2. What We Do with Your Information

This section describes the information we may collect about you, including information that identifies you as an individual (“Personal Information”), how we may use your information, and how we may share your information.

### (a) Types of Information We Collect and How We Use Your Information

We receive information about you that may include information you provide to us, information we generate as part of the recruiting and application process, and information we receive about you from third parties.

We use your information, including your Personal Information, to recruit and evaluate potential candidates, to process and evaluate applications and make hiring decisions, to conduct background checks, to communicate with you and your references, and to comply with legal requirements. We will add your Personal Information to Logitech’s global applicant tracking system. We may use your Personal Information to consider you for opportunities at Logitech that you did not specifically apply for but for which we think you might be a good fit. If we hire you, we may transfer Personal Information we collect in connection with the application and hiring process into our human resources systems, use it to manage the new-hire process, and incorporate it into your employee file.

In connection with each of the purposes described below, we may collect and use identifying and contact information such as your name, address, phone number(s), and email addresses. We also may collect and use the specific types of information described in connection with the purposes below:

- **Identify potential candidates, process and evaluate applications and make hiring decisions:** We may collect and use your information, including Personal Information, to process your application, assess your capabilities and qualifications for a role and make hiring decisions. This information may include e.g., your education information, qualifications, previous work experience, citizenship and work authorization status, skills, cover letter information, salary information, professional and other work-related licenses, memberships, permits and certifications held, demographic information as required or permitted under applicable law, social media profile information and any other information that you elect to provide to us (e.g., career objectives, employment preferences, willingness to relocate, willingness to travel, awards).
- **Conduct background checks:** We may collect and use information, including Personal Information, while conducting reference checks and, if we offer you a position, while conducting background checks. This information may include



e.g., professional and other work-related licenses, memberships, permits and certifications held, date of birth, graduation date, degree and institution, name and contact information for your references, government issued IDs, and criminal records and/or credit reports as allowed by applicable law.

- **Communicate with you:** We may collect and use your information, including Personal Information, to respond to your inquiries, to communicate with you about positions that may interest you, about recruiting events, or about your application, to send you updates regarding our careers website(s) and applicant tracking system, or inform you about changes to our terms and policies. This information may include e.g., email address, social media, or other contact information.
- **Legal Compliance:** We may collect and use your information, including Personal Information, to comply with Logitech's legal obligations under applicable law, respond to legal requirements (statutes, regulations or court orders), administrative or judicial processes or contracts, including a subpoena or search warrant. For example, we may collect immigration status and work authorization information. We may also collect and use your information to cooperate with governmental agencies or law enforcement, to the extent allowed or required by and in accordance with applicable law. For example, if you are applying for a role located in the United States, you may provide us information about your gender, race, ethnicity, veteran status, disabilities, and visa status.

All Logitech-initiated requests to Applicants to provide sensitive Personal Information, such as religious affiliation or ethnicity, will be voluntary, except when required by law or necessary for the purpose for which it was requested. We will offer choices to affected Applicants if we intend to use Personal Information for a purpose not previously disclosed in this Statement or any other notice.

#### (b) How We Share Your Information

- **Within Logitech:** We may share information about you, including Personal Information, within Logitech for purposes of recruiting or evaluating candidates for a given position. We will make the information available only to individuals with a business need to know the information, for example individuals in the recruiting, human resources and information technology departments, and individuals evaluating you as a candidate. All Logitech employees, contingent workers and board members who access or process Applicant Personal Information are required to comply with Logitech's privacy and security policies.
- **With Third Party Service Providers:** We may share your information, including Personal Information, with our third party service providers that enable us to provide and administer our recruiting, Human Resources and business



functions. We require these third parties to contractually agree to safeguard the Personal Information we provide to them to an equal or greater level of protection as Logitech. Logitech will not share your Personal Information with third parties for their own commercial uses without your consent.

Provider	Purpose
Jobvite	Recruiting and Talent Acquisition Platform
Google	Enterprise Productivity (Mail, Sheets, Docs, etc)

- **Merger or Sale of Our Business:** We may transfer control of your information, including Personal Information, in the context of a sale, merger, or transfer of all or any part of our business.
- **Response to Subpoenas and Other Legal Requests:** We may share your information, including Personal Information, with courts, law enforcement, or other government bodies when we believe in good faith that we legally are required to or allowed to. For example, we may share your information to meet national security or law enforcement requirements, to protect Logitech, or to respond to a court order, subpoena, discovery request, search warrant, or other law enforcement request.
- **Protection of Logitech and Others:** We may share your information, including Personal Information, when we believe it is appropriate to protect the rights, property, or safety of Logitech, our products or services, our customers, our Applicants or others.
- **Aggregate Information:** We may share your information in a form that does not identify you individually, such as in aggregate and/or de-identified form, internally within Logitech, with governmental entities or with other third parties. We may share aggregated and/or de-identified information for purposes such as research, reporting and benchmarking.

### 3. How You Can Access and Manage Your Information

We provide our Applicants reasonable means to access, review, update, correct or object to the processing of their Personal Information.

You may be able to access, review, update and correct certain Personal Information you provided to us through our online applicant tracking system portal if you have created an account. In addition or as an alternative, you may contact us using the contact information provided in the “How to Contact Us” section below.

In accordance with applicable law and with the EU-U.S. Privacy Shield Framework, you may also contact us through the methods described in the “How to Contact Us” section [BC1] below to confirm the Personal Information that we maintain about you and to verify its accuracy and the lawfulness of our processing of your Personal Information. You may also have the right to amend, correct, object to or request deletion, portability, or restriction of processing, of your Personal Information in accordance with applicable law as well as lodge a complaint with a



supervisory authority. Please be aware that you may have limited choices in your ability to request deletion of your Personal Information due to Logitech's legal obligations to retain certain information. We will respond to these requests within the time period required by applicable law and in accordance with Logitech's policies. Logitech will address requests from third parties to access Personal Information about you consistent with applicable law.

#### 4. Retention of Your Information

Logitech takes reasonable steps to maintain the Personal Information of our Applicants in a manner that preserves its accuracy and integrity. We will retain and use your Personal Information in compliance with Logitech's records and information management policies, to comply with our obligations under applicable laws and regulations, and to resolve disputes and enforce our agreements. We will retain your Personal Information for 18 months or no longer than is necessary to carry out the purposes provided in this Statement and/or as required or permitted by applicable law.

#### 5. Security of Your Information

Logitech uses methods to protect the Personal Information of its Applicants from loss, misuse, and unauthorized access, disclosure, alteration, and destruction. For example, we restrict and control access to Personal Information for defined personnel, Human Resources and business uses.



## 6. International Data Transfers

In accordance with and as permitted by applicable law and regulations, we reserve the right to transfer, process and store Personal Information, including sensitive Personal Information, about our Applicants outside their country of residence to and within the countries where we and our third party service providers operate. This means that Personal Information about Applicants located outside of the United States may be transferred to Logitech and its third party service providers in the United States and other jurisdictions for the purposes identified under Section 2 of this Statement. The Personal Information that we collect from you may be transferred to and processed by recipients which are located inside or outside the European Economic Area and which do not provide for an adequate level of data protection. The countries that are recognized to provide for an adequate level of data protection from an EU law perspective (Art. 45 GDPR) are Andorra, Argentina, Canada, Switzerland, Faeroe Islands, Guernsey, the State of Israel, Isle of Man, Japan, Jersey, New Zealand and the Eastern Republic of Uruguay. Recipients in the US may partially be certified under the EU-U.S. Privacy Shield and thereby deemed to provide for an adequate level of data protection from an EU law perspective (Art. 45 GDPR). To the extent your Personal Information is transferred to countries that do not provide for an adequate level of data protection from an EU law perspective, we will base the respective transfer on appropriate safeguards, such as standard data protection clauses adopted by the European Commission (Art. 46 (2) GDPR). Only authorized individuals with a need to know in connection with their job duties may access and otherwise process your Personal Information.

Logitech processes Personal Information of Applicants who are EU residents in connection with the following legal bases:

- **Legitimate Interest:** Logitech processes your Personal Information based on our legitimate interest to fulfill our recruiting and hiring, legal compliance, and related legitimate business activities.
- **Necessary to perform a contract:** Logitech processes your Personal Information in order to take steps to enter into a contract with you, where applicable, and in order to perform its obligations pursuant to a contract with you.



- **Consent:** Where appropriate, Logitech will obtain your consent as required under the law, including obtaining your consent to send you certain communications. If we rely on consent, you may withdraw consent at any time without affecting the lawfulness of processing based on consent before its withdrawal.
- **Legal compliance:** Logitech will use your information to comply with legal requirements, in accordance with applicable law.

Applicants who are residents of the European Union or Switzerland can access their Personal Information as detailed in Section 3 of this Privacy Statement and can contact us as detailed under "How to Contact Us" to address any questions, complaints, or disputes.

## 7. How to Contact Us

**Questions, Comments or Requests:** If you have questions or comments about this Statement or our privacy practices, please contact us by email at [privacy@Logitech.com](mailto:privacy@Logitech.com). You can also refer to our Logitech Privacy Policy located at [www.logitech.com](http://www.logitech.com)

## 8. Changes to this Statement

We reserve the right to amend this Statement at any time. We will post the revised Statement on our careers website(s) or announce the change on the home page of our careers website(s). You can determine when the Statement was revised by referring to the "Last Updated" legend on the top of this Statement. Any changes will become effective upon posting.

## 9. Local Data Controllers

If you are an Applicant to or recruited for a position in the following location, the following Logitech entity is your data controller for purposes of this Statement:

- Australia - Logitech Australia CP PTY Ltd
- Canada - Logitech Canada Inc.
- China - Logitech Technology Co,
- France - Logitech France SAS
- Germany - Logitech GmbH
- Hong Kong - Logitech Hong Kong Ltd.
- India - Logitech E&D India Pvt Ltd.
- Ireland - Logitech Ireland Services LTD
- Italy - Logitech Italia S.R.L.
- Japan - Logicool Co. Ltd.
- Korea - Logitech Korea Ltd.
- Norway - Logitech Norway AS
- Russia - Logitech Limited Liability Co.
- Singapore - Logitech Singapore PTE Ltd



- Switzerland — Logitech Europe SA
- Taiwan - Logitech Far East Ltd.
- United Kingdom - Logitech UK Limited
- United States - Logitech Inc.