

Notice of Collection of Personal Information for California Residents

(To Applicants for Employment Positions)

This Notice of Collection for California Residents explains how National Railroad Passenger Corporation (“Amtrak” or “we”) collects and uses your personal information when you submit it to us by website, email, paper, or other method to apply for employment with Amtrak. Note that, in many cases, we will supplement the information you provide with (a) background check results and reports, and, where relevant, driving record information from third parties; (b) other information from third parties that you instruct or authorize to send information to us; and (c) any relevant information from publicly available sources.

We use the categories of personal information listed below to assess your suitability as a potential Amtrak employee, to evaluate your qualifications for available or anticipated employment positions at Amtrak, and for the purposes of complying with applicable laws.

The categories of personal information we may collect and process (but only to the extent and in a manner consistent with applicable law) are as follows:

- *Personal identifiers and demographics.* Amtrak collects personal identifiers (such as your name, contact details, Social Security number, driver’s license number, and passport number) and personal characteristics (such as your date of birth). Sensitive identifiers such as Social Security, passport, and driver’s license numbers should only be collected when there is a need for those identifiers (for example, to comply with immigration requirements or for the purposes of obtaining driving records or background checks).
- *Job preference information.* We will receive the information you submit about your job preferences (such as the posting and description of the job to which you apply, your compensation expectations, and your preferred start date).
- *Professional, employment, and education information.* We collect professional and employment-related information (such as information in your cover letter and resume/CV, qualifications, training received, details of previous employment roles, and a list of skills) and education information (such as certifications, license, academic transcripts, and confirmations of attendance at an educational establishment).
- *Health information.* We may receive health-related information from you that is relevant to your application, such as when you provide information about your ability to perform certain job functions, the need for accommodations, or a disability. As with the other categories of information listed here, we only collect and/or use such information in keeping with and to the extent permissible under applicable law, including applicable federal and state employment laws.
- *Protected class information.* We may receive protected class information from you as defined by applicable labor and employment laws (such as race, gender, copies of citizenship and right to work information, and veteran status). As with the other categories of information listed here, we only collect and/or use such information in keeping with and to the extent permissible under applicable law, including applicable federal and state employment laws.
- *Comments and appointments data.* We receive any comments and messages you submit along with your job applications. We also receive and maintain appointment and scheduling information related to job interviews, training dates, onboarding events, and start dates.

- *Background check and public records information.* With your permission, we may receive background check results and information contained in background check reports. This may include, or we may directly obtain, information from public government records (such as work history, credit history, driving records, criminal records, and court records).
- *Publicly available information.* We may review and maintain publicly available social media pages and other public Internet postings and materials as part of your applicant file.
- *Signature Data.* We collect your signature and related authentication details in connection with any documents you electronically or physically sign and provide to Amtrak. This information is used to maintain the integrity of our processes, enforce rights, prevent fraud, and validate your identity.

In addition, we may automatically collect other categories of personal information when you use an Amtrak website to submit your application to us. We use this information to provide and improve our website and job application processes, for anti-fraud purposes, and to create aggregate internal reports on website usage and activity, such as views of certain job postings. These additional categories consist of:

- *Online identifiers.* We may collect your IP address and other online identifiers when you use Amtrak's website.
- *Website activity information.* We may monitor and website usage information, such as website clicks, content and page views, and the website each visitor visited prior to our website.

Note that application information may be collected by us directly through our website, by email, or by text message and application information may be collected on our behalf by our contracted third-party administrators.

If you have any questions concerning the above, please contact Recruiting at HRESC_Recruitment@amtrak.com.