

California Notice at Collection and Privacy Policy For HR Individuals

Last Updated: **July 1, 2023**

Texas Instruments, Inc. and its subsidiaries and affiliated companies ("**Texas Instruments**") takes your privacy seriously. We want you to know how we collect, use, and disclose your personal information.

California Notice at Collection: Texas Instruments collects the personal information identified in Section 1 for the purposes identified in Section 3 and retains it for the period described in Section 5. We do not sell your personal information or disclose it for cross-context behavioral advertising ("sharing"). We also do not collect or process sensitive personal information for the purpose of inferring characteristics about you. To the extent that you provide personal information regarding your beneficiaries and/or dependents or emergency contacts to Texas Instruments, you are responsible for providing this notice to them.

EEO Statement

Texas Instruments is an equal employment opportunity (EEO) employer. For more information about Texas Instruments' EEO policy, [click here](#).

Assistance for The Disabled

Alternative formats of this Privacy Policy are available to individuals with a disability. Please go [here](#) to request assistance.

This Privacy Policy explains:

1. The categories of personal information we collect about you
2. The categories of sources from which we collect your personal information
3. The purposes for which we use your personal information
4. How we may disclose your personal information
5. How long we keep your personal information
6. Your privacy rights and how to exercise them
7. Changes to this Privacy Policy

Scope:

This Privacy Policy applies to the personal information of California residents in their role as (a) job applicants ("**Applicants**"), (b) employees, (c) independent contractors, interns, volunteers, owners, board members, and other individuals who perform work for Texas Instruments (collectively, "**Non-Employee Workers**"), or (d) employees' and Non-Employee Workers' dependents, emergency contacts, and beneficiaries ("**Related Contacts**"), (all collectively, "**HR Individuals**").

Except where the Privacy Policy specifically refers to only a specific category of HR Individuals, e.g., employees, this Privacy Policy refers to all categories of HR Individuals collectively.

"**Personal information**" means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular HR Individual.

"Personal information" does not include:

- Information publicly available from government records or made publicly available by you or with your permission;
- Deidentified or aggregated information;
- Information excluded from the CPRA's scope, such as:

- protected health information covered by the Health Insurance Portability and Accountability Act (“HIPAA”) or the Health Information Technology for Economic and Clinical Health Act (“HITECH”) or medical information covered by California Confidentiality of Medical Information Act (“CMIA”); or
- personal information covered by certain sector-specific privacy laws, including the Fair Credit Reporting Act (“FCRA”), the Gramm-Leach-Bliley Act (“GLBA”), or the California Financial Information Privacy Act (“FIPA”).

1) THE CATEGORIES OF PERSONAL INFORMATION WE COLLECT ABOUT YOU

We may collect the following categories of personal information. Not all categories may be collected about every HR Individual.

- **A. Identifiers**, for example: real name, contact information, and social security number.
- **B. § 1798.80**: personal information described under Cal. Civ. Code § 1798.80 to the extent not already included in other categories in this section, such as a photograph or health information, for example, to conduct pre-employment physical examinations or to the extent necessary to comply with Texas Instruments’ legal obligations, such as to accommodate disabilities or for pre-employment background screening.
- **C. Characteristics of Protected Classifications Under California or Federal Law**, collected on a purely voluntary basis, except where collection is required by law, and used only in compliance with applicable laws and regulations, for diversity and inclusion reporting, and related purposes.
- **D. Commercial Information**, for example: travel expense records.
- **E. Internet Activity Information**, for example: electronic network activity information, including, but not limited to, browsing history, online behavior, access logs, and interactions with websites, applications and systems.
- **F. Geolocation data**, for example: through tracking of Texas Instruments-owned vehicles.
- **G. Sensory Data**, for example: voice-mails, audio/visual recordings of interviews, and footage from video surveillance cameras.
- **H. Professional or Employment-Related Information**, for example: educational institutions attended, degrees and certifications, licenses, work experience and previous employers, and professional memberships and affiliations.
- **I. Non-public educational information**, for example: academic transcripts.

In addition, Texas Instruments may collect the following categories of personal information:

- **J. Compensation and benefits information for employees**, for example, salary, hours and overtime, leave information, and identifying information for dependents and beneficiaries.
- **K. Other details**, for example, work preferences.

Note on inferring characteristics: Texas Instruments does not collect or process sensitive personal information or characteristics of protected classifications for the purpose of inferring characteristics about the HR Individual.

2) THE CATEGORIES OF SOURCES FROM WHICH WE COLLECT YOUR PERSONAL INFORMATION

We collect personal information from the following categories of sources. Not all categories apply to every HR Individual.

- **You**, for example, in your job application, forms you fill out for us, assessments you complete, surveys you submit, and any information you provide us during the course of your relationship with us.
- **Vendors and service providers**, for example, recruiters or law firms we have hired to provide services for us
- **Third parties**, for example, job references or affiliated companies.
- **Automated technologies** on Texas Instruments’ electronic resources, for example, to track logins and activity on Texas Instruments’ careers page or network.

- **Monitoring/recording technologies installed by Texas Instruments**, for example, video surveillance in common areas of Texas Instruments facilities, voicemail technologies, and audio/video recording technologies with consent to the extent required by law.
- **Government or administrative agencies**, for example, law enforcement or public health authorities.
- **Acquired company**, if Texas Instruments acquired your employer, Texas Instruments might collect personal information from that employer.

3) THE PURPOSES FOR WHICH WE USE YOUR PERSONAL INFORMATION

We may use the personal information we collect for one or more of the following purposes:

- **Fulfilling the purpose for which you provided the information or at your direction.** For example, if you share your name and contact information to apply for a job or become an employee, we will use that personal information in connection with your employment or potential employment.
- **Managing pre-employment matters** including, but limited to, recruitment, identifying you, communicating with you, evaluating your suitability for the position to which you applied, background screening, creating a talent pool for future job openings, fitness for duty, eligibility to work, promoting Texas Instruments as a place to work, and other Applicant-related activities.
- **Administering the employment relationship** including, but not limited to, human resources administration, payroll processing, benefits administration, leave programs, corporate travel and other business expenses, timekeeping, managing work supplies, grievance or disciplinary matters, diversity and inclusion, ascertaining your fitness to work, drug and alcohol screening, worker's compensation administration, occupational health surveillance, direct threat analysis, and facilitating employee communication and collaboration.
- **Managing and/or analyzing all aspects of employee performance** including, but not limited to, talent management, periodic reviews, performance tracking, promotions, retention, discipline, education, training and development, and data analytics.
- **Administering the relationship with Non-Employee Workers**, including, but not limited to, evaluating the Non-Employee Worker's qualifications, negotiating and executing work contracts, orientation and familiarization with Texas Instruments' working environment, administering the contractual relationship including payments, facilitating communications, and workforce satisfaction.
- **Administering the relationship with Related Contacts**, including, but not limited to, communications, managing and administering benefits, and managing participation in Texas Instruments events.
- **Promoting Texas Instruments and creating a positive environment in the workplace**, including, but not limited to, planning and running Texas Instruments events, conducting surveys, running contests, and supporting diversity, equity, and inclusion.
- **Ensuring compliance with Texas Instruments policies and applicable laws and regulations**, including, but not limited to, developing and enforcing policies and procedures, authenticating your identity, conducting internal audits and investigations, administering Texas Instruments' ethics hotline, and preparing reports.
- **Protecting health and safety** of HR Individuals, visitors, customers, and the public, including, but not limited to, responding to medical emergencies, reducing the risk of exposure to infectious disease and preventing its spread in compliance with applicable laws and regulations, and protecting the safety and security of Texas Instruments' facilities.
- **Managing the security and integrity of our information and electronic resources** including, but not limited to, monitoring use of our electronic resources, preventing unauthorized access to our electronic resources,

preventing malicious software distribution, debugging, audits, disaster recovery, business continuity, and cyber security.

- **Running our business**, including, but not limited to, customer service, project management, research, data analysis, and development, quality assurance and improvement, managing licenses, permits, and authorizations applicable to Texas Instruments' business operations, maintaining records, and efficiently managing and operating administrative, information technology, and communications systems, risk management and insurance functions, budgeting, financial management and reporting, and strategic planning.
- **Providing, supporting, personalizing, and improving our website and online services** relating to your prospective, current, or former employment or engagement.
- **Protecting the rights or property of Texas Instruments**, including, but not limited to, detecting and prevent fraud or other types of wrongdoing, managing litigation involving Texas Instruments, and other legal disputes and inquiries, crisis management, dispute resolution, reporting suspected criminal conduct to law enforcement and cooperating in investigations, short-term transient use of personal information, responding to requests or orders from governmental agencies, exercising Texas Instruments' rights under applicable law, and supporting any claim, defense, or declaration involving the Texas Instruments in a case or before a jurisdictional and/or administrative authority, arbitration, or mediation panel.
- **In connection with a corporate transaction**, transfer, or assignment of assets, merger, divestiture, or other changes of control or our financial status or any of related subsidiaries or affiliates.

Deidentified Information

At times, Texas Instruments converts personal information into deidentified information using reasonable measures to ensure that the deidentified information cannot be associated with the individual ("**Deidentified Information**"). Texas Instruments maintains Deidentified Information in a deidentified form and does not attempt to reidentify it, except that Texas Instruments may attempt to reidentify the information solely for the purpose of determining whether its deidentification processes ensure that the information cannot be associated with the individual.

4) HOW WE MAY DISCLOSE YOUR PERSONAL INFORMATION

Texas Instruments generally maintains personal information related to HR Individuals as confidential. However, from time to time, Texas Instruments may have a legitimate business need to disclose personal information for one of the purposes listed in Section 2, above, to one or more of the categories of external recipients listed below. In that event, Texas Instruments discloses information within the categories of personal information above only to the minimum extent necessary to achieve the purpose of the disclosure and only if the disclosure is permitted by the CPRA and other applicable laws.

- **Your direction:** We may disclose your personal information to third parties at your direction.
- **Service providers and contractors:** Texas Instruments discloses your personal information to service providers and contractors for the purposes above to assist us in meeting our business needs and contractual and legal obligations.
- **Affiliated companies:** Other companies within the Texas Instruments family of companies.
- **Clients and customers:** This may include, for example, disclosing a sales representative's contact information to customers.
- **Business partners:** For example, Texas Instruments might disclose your business contact information to a co-developer of a new product or service with which you will be working.
- **Government or administrative agencies:** These may include, for example:
 - Equal Employment Opportunity Commission as required for reporting.
 - California Department of Fair Employment and Housing as required to respond to employment claims and charges.

- **Required Disclosures:** We may be required to disclose personal information in a court proceeding, in response to a court order, subpoena, civil discovery request, other legal process, or as otherwise required by law.
- **Legal Compliance and Protections:** We may disclose personal information when we believe disclosure is necessary to comply with the law or to protect the rights, property, or safety of Texas Instruments, our users, or others.
- **Corporate Transactions:** We may disclose your personal information in connection with a corporate merger, consolidation, bankruptcy, the sale of all, or substantially all, of our membership interests and/or assets or other corporate change, including to any prospective purchasers.

No sales and no “sharing”, i.e., disclosure for cross-context behavioral advertising:

Texas Instruments does not sell or “share” (disclose for cross-context behavioral advertising) your personal information in connection with the HR relationship.

5) HOW LONG WE KEEP YOUR PERSONAL INFORMATION

- **Applicants:** Texas Instruments retains the personal information of Applicants for the duration of the application process and, if not hired, for four (4) years after the record is collected, in compliance with California Government Code § 12946. If hired, Texas Instruments retains Applicants’ information as described below for employees.
- **Employees:** Texas Instruments retains personal information for the duration of employment for employees plus 3 years, unless necessary for the purposes described in Section 3 above.
- **Non-Employee Workers, and Related Contacts:** Texas Instruments retains personal information for the duration of relationship for Non-Employee Workers Related Contacts, unless your personal information is necessary for the purposes described in Section 3 above.

Texas Instruments will retain HR Individuals’ personal information longer than described above if required by applicable law, regulation, or legal process or to exercise or defend legal claims.

6) YOUR PRIVACY RIGHTS AND HOW TO EXERCISE THEM

a. Your California Privacy Rights

Subject to applicable law, California residents have the following rights:

- **Right to Know:** You have the right to submit a verifiable request for specific pieces of your personal information obtained from you and for information about Texas Instruments’ collection, use, and disclosure of your personal information. You submit up to two requests in a 12-month period. Please note that the CPRA’s right to obtain “specific pieces” does not grant a right to the whole of any document that contains personal information, but only to discrete items of personal information. Moreover, California residents have a right to know categories of sources of personal information and categories of external recipients to which personal information is disclosed, but not the individual sources or recipients.
- **Right to Delete:** You have the right to submit a verifiable request for the deletion of personal information that you have provided to Texas Instruments.
- **Right to Correct:** You have the right to submit a verifiable request for the correction of inaccurate personal information maintained by Texas Instruments, taking into account the nature of the personal information and the purposes of processing the personal information.

b. How to Exercise Your Rights

Texas Instruments will respond to requests to know, delete, and correct in accordance with applicable law if it can verify the identity of the individual submitting the request. You can exercise these rights by using [TI's Personal Information Request form](#). For inquiries by telephone, [click here](#).

c. How We Will Verify Your Request:

If you submit a request through a password-protected account that you created before the date of your request, we will use the authentication mechanisms in the account to verify your identity. Otherwise, we match personal information that you provide us against personal information we maintain in our files. The more risk entailed by the request (e.g., a request for specific pieces of personal information), the more items of personal information we may request to verify you. If we cannot verify your identity to a sufficient level of certainty to respond to your request, we will let you know promptly and explain why we cannot verify your identity.

d. Authorized Agents

If an authorized agent submits a request to know, correct, or delete on your behalf, the authorized agent must submit with the request a document signed by you that authorizes the authorized agent to submit the request on your behalf. In addition, we may ask you or your authorized agent to follow the applicable process described above for verifying your identity. You can obtain the "Authorized Agent Designation" form by contacting us through [TI's personal information request form](#).

e. Texas Instruments' Non-Discrimination and Non-Retaliation Policy

Texas Instruments will not unlawfully discriminate or retaliate against you for exercising your privacy rights under the California Privacy Rights Act.

7) CHANGES TO THIS PRIVACY POLICY

If we change this Privacy Policy, we will post those changes on this page and update the Privacy Policy modification date above. If we materially change this Privacy Policy in a way that affects how we use or disclose your personal information, we will provide a prominent notice of such changes and the effective date of the changes before making them.

For More Information

For questions or concerns about Texas Instruments' privacy policies and practices, please contact us using the [TI personal information request form](#).