



PRIVACY NOTICE FOR CALIFORNIA CANDIDATES, CONTRACTORS AND EMPLOYEES

Last updated: December 23, 2022. Effective: January 1, 2023.

1. About this Privacy Notice

Pursuant to the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act of 2020 ("CCPA"), RELX Inc. and its affiliates in scope of the CCPA (collectively, "RELX," "we," "our" or "us") are providing this Privacy Notice for California Candidates, Contractors and Employees ("Notice"). This Notice applies solely to California residents who are job applicants or current or former employees or contractors of RELX. This Notice supplements the RELX Candidate Privacy Policy, RELX Employee Privacy Notice (on the RELX intranet), and other HR-related privacy notices, as applicable (collectively, "HR Privacy Notices"). Terms used but not defined shall have the meanings ascribed to them in the CCPA.

2. Personal Information Collected and Disclosed

We collect and disclose, and have collected and disclosed in the preceding 12 months, the following categories of personal information:

Identifiers such as a real name, postal address, email address, telephone or mobile contact number, unique personal identifier, online identifier, photo badges, government-issued identifiers, and other similar identifiers.

Personal information as defined in the California customer records law, such as name, contact information, education, employment, employment history, and financial information.

Characteristics of protected classifications under California or federal law such as age, disability, gender, gender identity and expression, race, religion, sex, veteran status, medical conditions and information, citizenship, immigration status, national origin, marital status, pregnancy, childbirth, and request for leave, and any protected classification data if provided or revealed by you during the employment process.

Commercial information, such as transaction information, purchase history, banking details, and payment information, such as related to business or travel programs and expenses and reimbursement.

Biometric information, such as fingerprints.

Internet or other electronic network activity information, such as browsing history, search history, online behavior, and interactions with our and other websites, applications, and systems.

Geolocation data, such as approximate device location.

Audio, electronic, visual, and similar information, such as photographs, images and audio, video, badge swipe, or call recordings.

Professional or employment-related information, such as work history, job title, job skills and qualifications, work experience and educational background, professional licenses and certifications, membership in professional organizations, references and feedback, and other information in a resume, CV or cover letter or other data received during the application and recruitment process, human resources data, data necessary for benefits and related administrative services, personnel files, training, eligibility for promotions and other career-related information, job and work preferences, compensation and payroll information, benefit information, information on time off or leaves of absence, performance reviews, and information on internal investigations or disciplinary actions.

Inferences drawn from any of the personal information listed above to create a profile reflecting preferences, characteristics, behavior, attitudes, intelligence, abilities and aptitudes, such as part of a talent review, performance review or succession planning.

Sensitive personal information, such as personal information that reveals Social Security Number, driver's license number, state identification card, passport number, racial or ethnic origin, citizenship, immigration status, union membership, and account log-in and password.

We collect this personal information from you and from other categories of sources such as your prior employers, references, employment screening agencies, recruiters, and recruiting and other websites; our affiliates; your managers and colleagues; our customers; our service providers, such as background check providers and benefits providers; public and publicly available sources, news outlets and related media, and professional and social networks.

We disclosed each of these categories of personal information where appropriate to our affiliates; service providers, agents and representatives, including those that provide services such as IT and related services, consulting, recruiting, talent acquisition, employment screening, background checks, payroll, benefits, training, medical/health/wellness services, and expense management; professional advisors such as lawyers, accountants, auditors, bankers; customers, business and joint venture partners; public and governmental authorities, such as tax and other regulatory authorities and law enforcement, and other parties where required by law or to protect our rights.

We may collect and use this personal information for the purposes of operating, managing, and maintaining our business, including recruiting, hiring, employing and managing our workforce, operating, managing and maintaining the security and integrity of our business and its facilities, equipment, systems and infrastructure, and legal compliance.

We may use or disclose sensitive personal information specifically to perform our services or provide our products as requested by you; prevent, detect and investigate security incidents; resist malicious, deceptive, fraudulent or other illegal actions directed at the business and to prosecute those responsible for those actions; to ensure the physical safety of natural persons; perform services on our own behalf; verify or maintain the quality or safety of our products, services, and devices; improve, upgrade, or enhance our services or devices; and to collect or process sensitive personal information where such collection or processing is not for the purpose of inferring characteristics about a consumer.

3. Personal Information Sold or Shared

We do not sell or share personal information subject to this Notice within the scope of the application of the CCPA. Without limiting the foregoing, we do not sell or share personal information, including sensitive personal information, of minors under 16 years of age.

4. Retention

We retain your personal information for as long as necessary for the purposes for which it was collected. The criteria used to determine retention periods includes the duration of your job application process and any subsequent employment, applicable regulatory, contractual or other legal requirements and industry standards, and our legal position including in regard to applicable investigation, litigation and limitation of liability periods.

5. Your Rights

Right to Know. You may request to know whether we process your personal information and that we disclose to you the following information covering the 12 months preceding your request: (i) the categories of personal information we collected about you and the categories of sources from which we collected such information; (ii) the business or commercial purpose for collecting or sharing personal information about you; (iii) the categories of personal information about you that we shared and the categories of third parties to whom we shared such information; and (iv) the categories of personal information about you that we otherwise disclosed, and the categories of third parties to whom we disclosed such personal information. You may request to receive specific pieces of personal information collected about you, including, where applicable, to obtain a copy of your personal information in a portable, readily usable format.

Right to Delete. You may request that we delete your personal information that we collected from you, subject to certain exceptions.

Right to Correct. You may request to correct inaccuracies in your personal information, subject to certain exceptions.

Right Not to Receive Discriminatory Treatment. You have the right not to receive discriminatory treatment, including retaliation, by us for your exercise of privacy rights conferred by the CCPA.

6. How to Make a Request

You may make a request described above via email to privacyoffice@relx.com or toll-free telephone at 1-888-217-1591. If you are a current employee or contractor with an account in our HR system or you are a job candidate with an account on our job site or recruitment platform, you may also directly access, view, update and receive a portable copy of certain of your personal information upon login to your account.

You may be required to submit proof of your identity for certain of these requests to be processed. Such information may include your name, address, date of birth and government ID. This information will be used only for the purposes of verifying your identity and processing your request. We may not be able to comply with your request if we are unable to confirm your identity or to connect the information you submit in your request with personal information in our possession.

You may designate an authorized agent to make a request on your behalf subject to proof of identity and written authorization. Requests made through an authorized agent should be made to privacyoffice@relx.com. As part of our verification process, we may request that the agent provide, as applicable, proof concerning his or her status as an authorized agent. In addition, we may require that you verify your identity as described above or confirm that you provided the agent permission to submit the request.

We will respond to your request consistent with applicable law.

7. Notice of Financial Incentives

We do not offer financial incentives, including price or service differences, in exchange for the collection, retention, sale or sharing of your personal information.

8. De-Identified Information

Where we maintain or use de-identified data, we will continue to maintain and use the de-identified data only in a de-identified fashion and will not attempt to re-identify the data.

9. Changes

We will update this Notice from time to time. Any changes will be posted on this page with an updated revision date.

10. Contact

If you have any questions or concerns regarding this Notice or our processing of your personal information, please contact privacyoffice@relx.com.