

## Privacy Notice – Cree Personnel

**Effective Date:** January 1, 2020

### 1. Overview and Scope

We comply with the provisions of the California Consumer Privacy Act (“CCPA”), as well as other applicable privacy and/or data protection laws (“Applicable Law”) with respect to the Processing of Personal Information. This Privacy Notice applies to all Personnel of Cree, Inc. (“Cree” or “the Company”) retained by us from time to time, and summarizes the categories of Personal Information we may collect from time to time and the business purposes for Processing such information.

### 2. Definitions

“**Individual**” means any identified or identifiable natural person.

“**Personal Information**” means any information relating to an identified or identifiable Individual.

“**Personnel**” means job applicants, directors, employees, executives, interns, co-ops, consultants, temporary resources, and independent contractors.

“**Process**,” “**Processed**,” or “**Processing**” means any operation or operations performed on Personal Information or on sets of Personal Information, whether or not by automated means, including but not limited to use, collection, storage, alteration, disclosure, erasure, or destruction.

### 3. Purposes for Collecting Your Personal Information

We collect and process your Personal Information for our business purposes, including the following:

1. Assessing your qualifications and/or capability for a particular job, role, or task;
2. Processing background checks and drug screening;
3. Managing and tracking work and performance relevant to employment or placement decisions;
4. Conducting performance reviews or determining performance requirements;
5. Developing training requirements and/or establishing or conducting training;
6. Gathering evidence for disciplinary action or termination;
7. Managing and tracking the performance of our business;
8. Administering pay and benefits;
9. Processing employee work-related claims (e.g., workers’ compensation, insurance claims, etc.);
10. Establishing an emergency contact in the event of an emergency;
11. Complying with applicable labor or employment laws or obligations, including wage and hour laws, tax and withholding obligations, immigration and work authorization laws, or our commitment to equal opportunities, or complying with any other local, state, or federal law;
12. Invoicing and billing our contractors, suppliers, vendors, and/or customers;
13. Monitoring compliance with Company policies;
14. Ensuring the security of Personnel, facilities, and/or Company-held information;
15. Complying with any duties or obligations that we may owe our Personnel as an employer or any other third parties; and
16. Other purposes reasonably required by Cree.

### 4. Personal Information We May Collect About You

Throughout the recruitment and hiring process, and during your time as a job applicant, employee, executive, intern, co-op, consultant, temporary resource, and/or independent contractor of Cree, the following categories of Personal Information may be collected about you:

#	Category of Personal Information Collected	Examples of Personal Information Collected	Purposes for Use (See #1-16 above)
1.	Identifiers	Real name, alias, postal address, unique personal identifier, online identifier, internet protocol address, email address, account name, social security number, driver's license number, passport number, or other similar identifiers.	1-6, 8-15
2.	Personal information categories listed in the California Customer Records statute (Cal. Civ. Code 1798.80(e))	Name, signature, social security number, physical characteristics or description, address, telephone number, passport number, driver's license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number, or any other financial information, medical information, or health insurance information.	1-6, 8-11, 15
3.	Characteristics of protected classifications under California or federal law	Age, race, color, ancestry, national origin, citizenship, religion or creed, marital status, medical condition, physical or mental disability, sex (including gender, gender identity, gender expression), pregnancy or childbirth and related medical conditions, sexual orientation, veteran or military status.	1-6, 8-11, 15
4.	Internet or other electronic network activity information	Browsing history, search history, and information regarding interaction with internet websites, applications, or confidential/proprietary Cree data.	13-16
5.	Geolocation data	Physical location of Company devices and software.	13-16
6.	Audio, electronic, visual, thermal, olfactory, or similar information	Voicemails left on Company voicemail systems; Skype messages.	13-16
7.	Professional or employment-related information	Employment history and information regarding your work performance provided by references; education information, such as schools attended, degrees, GPA; references; attendance records, including records of leave taken and the reasons for such leave (e.g., vacation, sick leave, family leave, military service/emergency responder leave, and/or jury service); information relating to any suspected disciplinary matter; Personnel performance (e.g., we keep copies of an employee's appraisal, notes of any meetings about an appraisal and reports from your manager as well as records of absences and relating to benefits in your file).	1-13, 15-16
8.	Education information (as defined in 20 U.S.C. section 1232g, 43 C.F.R. Part 99)	Educational history, documentation of educational history (e.g., diploma, transcripts, etc.), including such information for interns and co-ops.	1, 4-5
9.	Inferences	Documents such as interview notes, and for select individuals, various assessment materials.	1-6, 8, 15

## **5. Additional Information About Personal Information We Collect**

### **5.1 Other Records**

Your file is also likely to contain a variety of other records depending on your position and relationship with us. It is not possible to set out an exhaustive list of the types of records contained in your file, but our policy is to ensure that the Personal Information we Process about you is relevant, accurate, and not excessive.

Access to your file and the Personal Information kept there is restricted to the Human Resources Department, select members of the Legal Department (when appropriate), and when reasonably necessary for management purposes, any manager.

### **5.2 Criminal Offenses**

If we learn (from any source) that Personnel have been convicted of a criminal offense, we will Process this information only in limited circumstances. For example, we may use it as permitted by applicable law in certain employment decisions in situations when it is job-related and consistent with business necessity to do so.

## **6. Your Rights**

You may have access to your personnel file in accordance with applicable state law.

## **7. Questions or Complaints**

If you have questions or concerns about the way we have Processed your Personal Information, please contact the Human Resources Department at 919-407-4357 or you can chat the accessHR team via the [accessHR Portal](#).