

HORIBA Instruments Incorporated

California Notice at Collection and Supplemental Privacy Information

Last Updated: June 30, 2023

Last Review: June 30, 2023

This Notice (“CA Notice”) by HORIBA Instruments Incorporated and its subsidiaries located in North America (“HORIBA US,” “we,” “our” or “us”) supplements the information contained in our Privacy Statement [**HERE**] and applies solely to visitors, users, and others who are residents of the State of California (“CA Residents” or “you”) within the scope of the California Consumer Privacy Act of 2018 (CCPA), as amended including by the California Privacy Rights Act of 2020.

We adopt this CA Notice to comply with the CCPA and any terms defined in the CCPA have the same meaning when used in this Policy. This Policy does not reflect collection, use or disclosure of personal information where an exception or exemption under the CCPA applies. For this CA Notice, personal information refers to information that identifies, relates to, describes, references, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer, household, or device. It does not include publicly available information from government records, deidentified or aggregated information, or information on business entities.

NOTE: Our Notice at Collection for California Applicants and Employees [**HERE**] provides the specific scope of disclosures for CA Resident job applicants, contractor or similar individuals.

Information We Collect and Sharing Personal Information

We collect personal information in a variety of contexts, and the personal information or sensitive personal information* we collect on a CA Resident will depend on our relationship or interaction with that individual. We do not sell personal information or sensitive personal information.

We may share your personal information by disclosing it to a third party for a business purpose. We only make these business purpose disclosures under written contracts that describe the purposes, require the recipient to keep the personal information confidential, and prohibit using the disclosed information for any purpose except performing the contract.

In particular, in the preceding twelve (12) months, (i) we collected the following categories of personal information from CA Residents and (i) we have disclosed such categories of personal information for a business purpose to the categories of third parties indicated in the chart below.

**Sensitive personal information is a subtype of personal information consisting of specific information categories. While we collect information that falls within such categories, the CCPA does not treat this information as sensitive because we do not collect or use it to infer characteristics about you.*

Categories of Personal Information and Examples	Categories of Third-Party Recipients of Business Purpose Disclosures
Personal Identifiers , such as your full name, contact information, (address, email address, telephone numbers), alias, unique personal identifier, online identifier, Internet Protocol address, account name, sex or gender, date of birth, signature, Social Security number, driver's license or state identification numbers, and similar information for your dependents and beneficiaries, or other similar identifiers.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Personal information , listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)), such as your 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, current employment, employment history, bank account number, credit card number, debit card number, or any other financial, medical or health insurance information.,	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Protected classification characteristics under California or federal law , such as age, race, color, ancestry, national or ethnic origin, citizenship, creed, religion, marital status, medical condition, physical or mental disability, sex (including gender identity, gender expression, pregnancy or childbirth and related medical conditions), or military and veteran status.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Commercial information , such as transaction information purchase history and related financial details to an order.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Internet or other similar network activity information, including all activity on the company's information systems and all activity on the company's communications systems (such as phone calls, call logs, voicemails, text messages, chat logs, app use, mobile browsing and search history, mobile email communications, and other information regarding use of company-issued devices.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Geolocation data , such as the time and physical location related to use of an internet website, application, or device relating to company systems or property.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Sensory data , such as audio, electronic, visual or similar information, in surveillance camera footage or pictures taken of you at our premises or events, or health-related temperature checks at our locations.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Professional or employment-related information , such as work history, qualifications, educational records, licenses and	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners;

certifications, references, work availability, background check including relevant criminal history, drug testing results, work authorization, performance and disciplinary records, commission, and other similar data, plan enrollment or claim information, or health data such as work restrictions and workplace illness and injury information. , membership in professional organizations,	we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Inferences drawn from your purchasing or online activity, we may develop inferences regarding your interests in our product and services.	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.
Certain Sensitive Personal Information , such as precise geolocation data if connecting to our network; or as to applicants and employees, social security number, driver's license, state identification card, passport number, racial or ethnic origin, or personal information collected and reviewed concerning work-related health or safety..	YES, to Affiliates and to Third Parties, such as vendors, service providers and partners; we disclose this information to receive services and support as requested by us or directed by you, to facilitate corporate transactions, and to comply with law.

We obtain the categories of personal information listed above, from or about a variety of CA Residents, such as you as a website visitor, customer, prospective customer, event participant, job applicant, (individual) contractor or employee, from the following categories of sources:

- **Directly from you.** For example, or when you provide or disclose information to us through our Websites or other online sites (e.g., you fill out an intake form for our services or sign-up for our webinar), or at one of our locations or service or event sites, or via email or phone call, or in your order of products, or in your job application or personnel-related service form.
- **Indirectly from you or automatically.** For example, when you visit or engage our Websites, from observing or tracking your actions on our Websites, social media sites, or devices issued to you, or through information we collect in the course of providing products, services or support to you.
- **Through third-parties or affiliates.** For example, when third parties (vendors and other service providers or partners) or our affiliates interact with us based on information you have provided and/or we need to fulfill a purpose, e.g. distributor relating to your product request.

Use of Personal Information

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

- To fulfil or meet the reason you provided the information, such as to process your order.
- To provide you with support and to respond to your inquiries, including to investigate and address your concerns and to improve our responses and your customer/user experience.
- To respond to or otherwise communicate with you as to information, products, services or technical support you request and/or we provide to you as a potential or existing customer, e.g., email alerts, introductions or promotions, event registrations and other notices concerning our products, services, events or news, that may be of interest to you.
- To provide, support, personalize, and develop our Website, products, and services.

- To personalize your Website experience and to deliver content and product and service offerings relevant to your interests, including targeted offers or ads through our Website, third-party sites, and via email or text messages (with consent, where required by law).
- To improve and help maintain the safety, security, and integrity of our Website, products and services, databases and other technology assets, and business.
- To create, maintain, customize, and secure your account with us.
- To process your requests, transactions, and payments and prevent transactional fraud.
- For testing, research, analysis, and product development, including to develop and improve our Website, products and services, such as introducing technologies or other areas of know-how relating to products and services to customers using them.
- At our location(s), we may collect certain personal information related to our decision to allow entry for legal or other clearance reasons explained at the time of collection.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collections.
- To support human resources, employment, benefits administration, contracting, health and safety and related business-purposes with/for applicants, employees, or workforce.
- To evaluate or conduct a merger, restructuring, financing, reorganization, dissolution, or other sale or transfer of assets involving personal information held by us.
- To respond to law enforcement requests and as required to comply with our legal obligations by applicable law, court order, or governmental regulations.
- To collect or process when such collection or processing is not for the purpose of inferring characteristics such as to perform reporting required by law (we exclude inferences we may make as to your product or service preferences based on your purchasing or online activity.)
- Other purposes as expressly indicated, or for whatever reasons in which consent is received from you the time of submission or collection of personal information.

We will not collect additional categories of personal information or use the personal information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

Your CCPA Rights and Choices

As applicable, the CCPA provides you (as a CA Resident) with specific rights as to your personal information; these rights are subject to verification and any applicable exceptions. This section helps describes those rights and explains how to exercise those rights.

Right to Know

You have the right to request that we disclose certain information to you about our collection, use and sharing of your personal information over the past 12 months, as described below:

- The categories of personal information we collected
- The categories of sources for the personal information we collected
- The business purpose for collecting that personal information.
- The categories of third parties with whom we share that personal information.
- The categories of personal information for each category or recipient obtained.
- The specific pieces of personal information collected.

Right to Correct

You have the right to request that we correct inaccurate information that we collected on you.

Right to Limit Use and Disclosure of Sensitive Personal Information

You have the right to direct us to only use your sensitive personal information (for example, your social security number) for limited purposes, such as providing you with the services you requested.

Right to Delete

You have the right to request that we delete personal information that we collected from you and retained, subject to certain exceptions. An exception may allow us to retain the information. We may deny your deletion request if retaining the information is necessary for us or our service providers to:

- Complete the transaction for which we collected the personal information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, fulfill the terms of a written warranty or product recall conducted in accordance with federal law, or otherwise perform our contract with you.
- Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
- Debug products to identify and repair errors that impair existing intended functionality.
- Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
- Comply with the California Electronic Communications Privacy Act.
- Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when the information's deletion may likely render impossible or seriously impair the research's achievement, if you previously provided informed consent.
- Enable solely internal uses that are reasonably aligned with consumer expectations based on your relationship with us.
- Comply with a legal obligation.
- Make other internal and lawful uses of that information that are compatible with the context in which you provided it.

As required by applicable law, we will delete or deidentify personal information not subject to one of these exceptions from our records and will direct our service providers to take similar action.

How to Exercise Your CCPA Rights

To exercise the CCPA rights described above as to your personal information, or for questions or comments about the ways in which we collect and use your personal information, and your choices and rights regarding such use, please submit a verifiable CCPA request or otherwise contact us at:

- Email address: privacy.US@horiba.com (subject: CCPA)
- Mailing address: HORIBA US Privacy - CCPA, 9755 Research Drive, Irvine, CA 92618

To fulfil your request, we need to verify your identity and residency in California, authority to make the request and that the personal information relates to you. We may ask for additional information that allows us to properly understand, evaluate and respond to your request. Only you, or someone legally authorized to act on your behalf, may make a verifiable CCPA request related to access to your personal information, and no more than twice within a 12-month period. We will only use personal information provided in a verifiable CCPA request to verify the requestor's identity or authority to make the request.

We strive to confirm receipt of your request within 10 business days and to respond to a verifiable CCPA request within 45 days of its receipt. If we require more time (up to 90 days), we will inform you of the reason and extension period in writing. Any disclosures we provide will only cover the 12-month period preceding the CCPA request's receipt. The response we provide will also explain the reasons we cannot comply with a request, if applicable. We do not charge a fee to process or respond to your CCPA request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why and provide you with a cost estimate before completing your request.

Right to Opt Out of Sale

We do not sell personal information applicable under the CCPA for this opt-out right.

Right of Non-Discrimination

We will not discriminate against you for exercising any of your CCPA rights. Unless permitted by the CCPA, we will not:

- Deny you goods or services.
- Charge you different prices or rates for goods or services, including through granting discounts or other benefits, or imposing penalties.
- Provide you a different level or quality of goods or services.
- Suggest that you may receive a different price or rate for goods or services or a different level or quality of goods or services.

However, we may offer you financial incentives permitted by the CCPA that can result in different prices, rates, or quality levels, and if we offer such a permitted financial incentive we first provide CCPA required written terms to describe material aspects and required opt-in consent.

Changes to Our CA Notice

We reserve the right to amend this CA Notice at our discretion and at any time. When we make changes to this CA Notice, we will link to or otherwise post the updated Notice and its revision date. Your continued use of our Websites or submission of personal information to us following the posting of changes constitutes your acceptance of such changes.

Contact Information

If you have any questions or comments about this CA Notice accessing our privacy policy in an alternative format, the ways in which HORIBA US collects and uses your information and your choices and rights regarding such use, or wish to exercise your rights under California law, please contact us at:

Email address: privacy.US@horiba.com (Subject line: CCPA)

Mailing address: HORIBA US Privacy - CCPA, 9755 Research Drive, Irvine, CA 92618