

California Consumer Privacy Act (CCPA)

Pursuant to the California Consumer Privacy Act (“CCPA”) this California Privacy Notice (“Notice”) applies to individuals who reside in the State of California (“Consumers”), as defined under the law, and fulfills the obligations of MP Nexlevel, LLC and its subsidiaries (collectively, “MP Nexlevel”, “we” and/or “us”), to provide Consumers with a California-specific Privacy Notice.

Information that we collect:

We collect Personal Information (“PI”), as defined under the CCPA, which includes information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked directly or indirectly, with a particular consumer or household.

Please review the below to learn more about (1) the categories of PI that MP Nexlevel has collected about Consumers within the last twelve (12) months, (2) the categories of sources from which the PI was collected, (3) the business or commercial purpose(s) for collection and/or disclosure, and (4) the categories of third parties with whom we share PI.

Categories of Sources from which we collect PI:

1. Directly from a Consumer, employee, applicant or prospect, when you provide us with your PI
 - a. Ex: When you contact MP Nexlevel via our website, email, phone or other similar methods
 - b. Ex: When you complete an employment application
 - c. Ex: When you complete new hire paperwork

The PI collected from an applicant or employee of MP Nexlevel includes, but is not limited to:

- Personal Identifiers (Name, Address, Age, Date of Birth, Social Security Number);
- Professional or Employment-related Information (Employment Record, Salary);
- Education Information; and
- Personal/Professional Contact Information.

2. Directly or indirectly from vendors, service providers or other third parties
 - a. Ex: Our Customers (in the provision of services)
 - b. Ex: Information the Consumer has voluntarily made public (i.e. for our use in background checks)
 - c. Ex: Information you have shared on social media platforms, specifically publicly visible accounts (i.e. LinkedIn)

3. From your use, visit or activity on any of our websites
 - a. Ex: Directly (through your submission of information)
 - b. Ex: Indirectly (through information disclosed by your device or browser, such as IP address)

Purposes for Collection:

1. To fulfill the purpose(s) for which the information was collected/provided
 - a. Ex: To provide you with information, products, or services you have requested from us or that may be of interest to you
 - b. Ex: To provide customer service and support
 - c. Ex: Legitimate purposes including, but not limited to, human resource business reasons such as personalized job opportunities, payroll processing, tax purposes, and the provision of employment benefits
2. To comply with all applicable legal obligations, including, but not limited to, the CCPA

Categories of 3rd Parties with Whom We Share Your PI:

1. Affiliates/Subsidiaries and Related Entities
2. External advisors, such as auditors or outside legal counsel
3. Governmental, legal, regulatory, or other similar authorities and/or local government agencies, upon request or where required

Your Rights:

The CCPA provides individuals with various privacy-related rights (“Rights”) relating to their PI. This section provides you with information regarding these Rights.

Right to a Notice: At or before the point of collection of PI, Consumers, Employees, Job Applicants and other individuals residing in the State of California are entitled to a notice that provides the categories of PI collected about them, and the purposes for that collection.

Right to Know: A Consumer has the right to request information regarding our collection, disclosure, sale and/or use of their PI over the previous twelve (12) months. A Consumer may request that MP Nexlevel disclose:

- Categories of PI that we have collected about you;
- Categories of sources from which your PI is collected;
- Categories of PI about you that we have sold or disclosed for a business purpose;
- Categories of third parties to whom the PI was sold or disclosed for a business purpose;
- The business or commercial purpose for collecting or selling PI; and
- Specific pieces of PI that we have collected about you.

When providing you with your information electronically, we will, to the extent possible, deliver the information in a portable manner that allows you to transfer the information to another entity.

We may reject your request to know if your identity cannot be verified (your request is not a verifiable consumer request), or if the information has already been provided twice within a twelve (12) month period. We may also refuse to provide you with specific pieces of information that we have collected about you if disclosure creates a substantial, articulable, and unreasonable risk to the security of that PI or the security of our systems.

Right of Deletion: A Consumer has the right to request the deletion of any PI that we collected from them, or that we maintain about them. Following our receipt of your verifiable consumer request, we will delete (and direct our Service Providers to delete) your PI, subject to the exceptions permitted under the CCPA, and any legal obligations that we have to retain that information.

Right to Opt-Out of the Sale of Your Personal Information: The CCPA provides a Consumer with the right to opt-out of the sale (as defined under the law) of his/her PI. MP Nexlevel does not sell PI, and thus does not provide you with a mechanism for opting-out.

Right to Non-Discrimination: MP Nexlevel will not discriminate against a Consumer in response to the decision to exercise any of the privacy rights granted to you under the CCPA.

Asserting Your Rights - Submitting a Request to Know or Delete:

As previously stated, we may reject your request if we cannot verify your identity. Please follow the instructions below and provide the requested information to allow us to adequately address your request.

If you are a current or former employee, or previously applied for employment with MP Nexlevel, residing in the State of California, you may submit your request via email at human.resources@mpnexlevel.us or by calling us at 320-963-2400 and asking to speak to the Human Resources Director, or through www.mpnexlevel.com and the Contact Us tab.

For current or former MP Nexlevel employees, please indicate the right you are exercising. In order to verify your identity, your request must include the following:

- Your full name and contact information

If you previously applied for employment with MP Nexlevel, please indicate the right you are exercising. In order to verify your identity, your request must include the following:

- Your full name and contact information
- The number of employment opportunities you have applied for, as well as the Job Title associated with each application

If you have provided MP Nexlevel with your information via our website (i.e. proposal request or filed a compliant), please contact human.resources@mpnexlevel.us or call us at 320-963-2400 and asking to speak to the Human Resources Director.

Authorized Agents: You may exercise your right to know or your request for deletion of your PI, through the use of an authorized agent. A request from an authorized agent on your behalf will only be accepted if the authorized agent provides us with written proof they are authorized to act on your behalf. We may also first require the authorized agent to verify their identity, before accepting the request. MP Nexlevel may deny requests from authorized agents that fail to provide proof of their status as an authorized agent or verification of their identity.

Changes to this Notice

The practices described in this California-specific Notice are the current practices approved on August 4, 2022. MP Nexlevel reserves the right to modify or amend this Notice at any time. We encourage you to periodically review this page for the latest information on our privacy practices.

Contact Information

At any time, you may contact MP Nexlevel with questions or concerns about this Notice at human.resources@mpnexlevel.us, or by calling us at 320-963-2400 and asking to speak to the Human Resources Director, or through www.mpnexlevel.com and the Contact Us tab. Written responses may also be submitted to:

MP Nexlevel
Attention: HR Director
500 County Road 37 E
Maple Lake, MN 55358