

## **This Colleague Notice of Privacy Practices**

**(“Colleague Notice”) was published December 2023.**

The information Macy’s Inc. collects about you falls into two categories: your customer data and your colleague data. When you shop in any Macy’s or Bloomingdale’s stores or make purchases from macys.com or bloomingdales.com you are a Macy’s or Bloomingdale’s customer and the Notice of Privacy Practice available at <https://customerservice-macys.com/articles/highlights-of-macys-inc-notice-of-privacy-practices> or <https://customerservice-bloomingdales.com/articles/highlights-of-bloomingdales-notice-of-privacy-practices> applies. When you shop in any Bluemercury store or make purchases from bluemercury.com you are a Bluemercury customer and the Notice of Privacy Practice available at <https://bluemercury.com/pages/privacy-policy> applies.

When you are at work or using company-owned equipment, the data that we collect and use about you is colleague personal data. Colleague personal data is subject to this Colleague Notice.

### **Scope**

This Colleague Notice applies to all current and former Macy’s Inc (Macy’s, Bloomingdale’s or Bluemercury) colleagues and describes the collection, use and sharing of colleague personal data. Macy’s Inc reserves the right to change this Colleague Notice at any time so colleagues should check Insite regularly for updates.

### **Information We Collect**

Macy’s Inc. may collect and maintain the following types of colleague personal data including Sensitive Personal information under law (as denoted by an \*). Not all colleague personal data may be collected about every colleague:

- Internet, application, and network activity
- Demographic information - such as age, date of birth, gender, and race\*
- Protected health and health insurance information\*
- Health insurance information identification numbers
- Medical information (for example as used in the Leave Management and Disability Accommodation teams)
- Location information, such as precise geo-location information\*
- Audio and video recordings
- Images
- Employment information, such as title, licenses, professional memberships
- Education information
- Contact Information for colleague and emergency contacts
- Information about dependents/spouse for Benefits
- Social security number\*
- Date of birth\*
- Pay details

- Documents providing proof of eligibility to work in the U.S. (I-9 Lists of Acceptable Docs)\*
- Federal and state (where applicable) Income Tax Withholding\*
- Drug screen – when required for position
- OSHA logs of workplace injuries
- Device information if you enroll in Bring Your Own Device
- Driver's license\*
- Corporate credit card number\*
- Passport information\*
- Travel loyalty numbers
- Talent assessments
- Objectives
- Reviews
- Union trade data
- Information you post on Macy's properties
- Financial information, such as bank account numbers\*

### **Ways we collect colleague personal data**

We collect your colleague personal data in different ways, including by:

- Collecting directly from you
- Collecting from a device associated with you such as BYOD
- Collecting through company-owned equipment
- Collecting from a third-party source

### **Use of colleague personal data**

We will use your colleague personal data for the following purposes:

- To fulfill requests and obligations related to your employment
- To create and maintain your employment record
- To protect the security and integrity of Macy's/Bloomingdale's systems
- Performance and career management
- For analytics, projections and identifying areas for operational improvement
- To fulfill Macy's Inc. legal and regulatory obligations
- Share with service providers to obtain an employment related service
- As part of an investigation
- For health and safety reasons
- To support Macy's Inc. internal business operations

### **How we share your information**

We may share your information in the following ways:

- Internally: We may share your colleague personal data within Macy's, Inc.
- With Service Providers: We may share your colleague personal data with third parties that perform services on our behalf.

- To comply with Laws: For example, this could include responding to a court order or subpoena. It could also include sharing information if a government agency or investigatory body requests.

## California Residents

California Consumer Privacy Act (CCPA) of 2018. Effective January 1, 2023, if you reside in California then you have the following privacy rights:

1. You have the right to request reasonable access to your colleague personal data.
2. You have the right to request deletion of your applicable colleague personal data.
3. You have the right to request correction of inaccurate colleague personal data.
4. You have the right to opt out of Macy's Inc. sharing your colleague personal data. You can only opt-out of sharing of your colleague personal data if Macy's Inc. shares that data with a third party for cross-context behavioral advertising. Macy's Inc. does not sell your colleague personal data.
5. You have the right to restrict the use and disclosure of sensitive colleague personal data if Macy's Inc. uses that information for any purpose other than the designated purposes you agreed to.
6. We will not discriminate against you for exercising your rights.
7. You have the right to opt out of the use of Automated Decision Making, including profiling against any information Macy's Inc. has collected about you. Macy's Inc. does not utilize Automated Decision Making as it relates to colleagues or former colleagues.
8. Your colleague personal data will be retained and disposed of in accordance with the Macy's Inc. Data Retention Policy and Schedule.

You may submit your privacy rights request through the following methods:

- Use the link to submit access, correction, opt out of share of colleague personal data and deletion requests via our colleague privacy portal at [https://www.macysincemploymentprivacyportal.com/employment/make\\_request](https://www.macysincemploymentprivacyportal.com/employment/make_request)
- Contact us via email at [privacymaster@macys.com](mailto:privacymaster@macys.com) , [privacy.master@bloomingdales.com](mailto:privacy.master@bloomingdales.com) or [privacymaster@bluemercury.com](mailto:privacymaster@bluemercury.com).

- **Safeguarding information**

Macy's Inc has put in place various procedural, technical, and administrative measures to safeguard the information we collect and use.

- Questions and concerns regarding this Colleague Notice can be directed to [privacymaster@macys.com](mailto:privacymaster@macys.com) , [privacy.master@bloomingdales.com](mailto:privacy.master@bloomingdales.com) or [privacymaster@bluemercury.com](mailto:privacymaster@bluemercury.com).

