

Bakker's Job Applicant Privacy Statement

This Privacy Statement was updated on September 22, 2023

Scope

Bakker Tailored Staffing Ltd., and its affiliates and subsidiaries (herein “Bakker”) are committed to protecting your Personal Information and processing it responsibly. This Privacy Statement (“Statement”) describes our general practices relating to the collection, use and disclosure of data relating to Bakker’s job applicants (“Personal Information”).

The Personal Information Bakker Collects

Directly from You

Bakker collects Personal Information directly from you when you interact with us online, or through other communication channels such as telephone, email or in person. For example:

- When you apply for a role, we collect your resume, which generally includes your contact information, details of your current and past employment, education, and training.
- When Bakker is proactively recruiting for a role, we may collect your resume from publicly available sources, which generally includes your contact information, details of your current and past employment, education, and training.

From Other Sources

Bakker obtains Personal Information from third parties. For example: if selected for an open position:

- We collect information about your past employment experience from previous employers and/or personal references provided by you;

How Personal Information is Used

Bakker uses Personal Information for Bakker’s legitimate business purposes which include, among others, to:

- Manage all parts of the applicant administration process including evaluating resumes with the help of software; interviewing, selecting and hiring staff and conducting background check investigations;
- Communicate with job applicants or with potential candidates;
- Manage network security, which includes disaster recovery and business continuity;
- Prevent fraud;



- Comply with data protection legislation, information security requirements and other legal requirements.

Depending on the circumstances and applicable law, Bakker processes Personal Information on a number of lawful bases, including obtaining your consent, performance of a contract, compliance with a legal obligation or for other legitimate interest.

In the event that Bakker de-identifies Personal Information in support of legitimate business purposes, we will not attempt to re-identify the data.

How Personal Information is Disclosed

Within Bakker

Bakker allows access to applicant Personal Information to people within the Bakker family of companies who have a “need to know” that information in relation to the recruitment process and other legitimate business purposes. For example, your recruiter will disclose your resume information to Bakker employees who will be interviewing you for an open position.

Service Providers

We disclose Personal Information to companies or individuals that provide us with services. These services include pre-employment screening and background security checks. Service providers can only process Personal Information as instructed by Bakker.

Clients

Bakker will disclose the personal information of a candidate to a Client for the purpose of onboarding the candidate for a Client’s open position.

Business Transaction

In the event that Bakker sells or divests assets or any portion thereof, Bakker may disclose Personal Information to the company involved in the business transaction in support of the sale or divestiture, and where applicable, in support of integration activities. It is Bakker’s practice to require appropriate protection for Personal Information in these types of transactions.

Law Enforcement

We may report to law enforcement agencies any activities that we reasonably believe to be unlawful, or that we reasonably believe will aid a law enforcement investigation into unlawful activity. In addition, we reserve the right to release your Personal Information to law enforcement agencies if we determine, in our sole judgment, that either you have violated our policies, or the release of your Personal Information will protect the rights, property, or safety of Bakker, or another person.



Legal Process

We may disclose your Personal Information with others as required by, or permitted by, law. This includes disclosing your Personal Information to governmental entities, or third parties in response to subpoenas, court orders, other legal process, or as we believe is necessary to exercise our legal rights, to defend against legal claims that have been brought against us, or to defend against possible legal claims that we determine in our sole discretion might be brought against us.

Sale / Share of Personal Information

In accordance with the disclosure requirements under the *Personal Information Protection and Electronic Documents Act* ([PIPEDA](#)), Bakker does not “sell” or “share” your Personal Information.

How Personal Information is Protected

Bakker has implemented policies and procedures to protect Personal Information. Bakker uses recognized industry standard security safeguards appropriate to the sensitivity of the Personal Information. Bakker reviews its security policies and procedures on a regular basis and updates them as needed to maintain their relevance. Bakker makes reasonable security arrangements to protect Personal Information from and against risks, such as loss or theft, as well as unauthorized access, collection, use, disclosure, copying, modification, disposal and destruction. The methods of protection include physical, organizational and technological measures. Bakker requires all third parties to whom it transfers Personal Information to maintain adequate safeguards in compliance with applicable laws and standards to protect Personal Information. In the event that Bakker is required by law to inform you of a breach of your Personal Information, we will notify you electronically, in writing or by telephone, if permitted by law.

Retention of Personal Information

Bakker will retain your Personal Information for as long as necessary to fulfill the purpose for which it was collected or as required to comply with legal obligations. If there is any data that we are unable, for technical reasons, to delete entirely from our systems, we will put in place appropriate measures to prevent any further use of such data.

Do Not Track Disclosure

Do Not Track (DNT) is a preference that users can set for their browsers to opt out of the online tracking activities by some websites. Bakker responds to DNT and GPC signals where required to do so by applicable law.



How to Exercise Your Rights

Bakker makes reasonable efforts to keep Personal Information as accurate, complete and up to date as is necessary to fulfill the purposes for which the information is to be used. You can advise in writing to update or correct your Personal Information. Depending on the jurisdiction in which you are, you may have additional rights such as the right to request deletion of your Personal Information, the right to restrict or object to processing your Personal Information by Bakker or the right to transfer your Personal Information to another organization.

Individuals can submit requests for any of these rights by email to privacy@bakkerstaffing.com / privacy@amplifymission.ca / privacy@bakkerservices.com or by using the toll-free number (1-866-320-0789 ext.111).

Note that, as required by law, we will require you to prove your identity. We may verify your identity by phone call or email. Depending on your request, we will ask for information such as your name and contact information.

If you choose to exercise any of these rights, we will not discriminate against you or deny services to you or provide different quality of services.

Individuals can raise concerns or file complaints. Bakker will investigate all complaints and take appropriate action to remedy any issues.

How to Contact Bakker

For privacy-related questions, comments, or concerns, contact Bakker at:

Chief Privacy Officer
Bakker Tailored Staffing Ltd.
400 Centre St S,
Whitby, ON L1N 4W2
Email: privacy@bakkerstaffing.com / privacy@amplifymission.ca / privacy@bakkerservices.com

Changes to this Privacy Statement

Bakker may update this Statement periodically to reflect changes to our privacy practices. We will provide notice online when we make any material changes to this Statement.