

U.S. Privacy Policy – Job Applicants

Effective date: January 1, 2020

Ford is committed to be a trusted steward of the personal information You share with us. This Privacy Policy explains how Ford Motor Company and Ford Motor Credit Company (“Ford”) collect, use and share personal information regarding job applicants (“You”), including the personal information we collect on <https://corporate.ford.com/careers.html>.

CATEGORIES, SOURCES, AND USES OF PERSONAL INFORMATION

We collect information in connection with Your application with us.

Certain of the information we collect may be personal information, by which we mean information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with You or Your household. Other information directly associated with personal information also may be considered personal information. Information that is aggregated, de-identified, or anonymized is not considered personal information. Publicly available information that is made available from federal, state, or local government records also is not considered personal information.

The table below outlines the categories of personal information we have collected from or about job applicants, or generated about job applicants, within the last twelve (12) months.

Category of Personal Information	Examples	Purpose of Use
Contact Information	Contact information such as name, postal address, email, phone, other names (nickname, alias etc.)	Business Operations, such as communications regarding job openings, applications
Demographics	Demographic data such as age range, date of birth/age range, gender, race, nationality, disability, veteran, etc.	Business Operations, such as reporting, legal compliance
Preferences	Information such as preferred position (e.g., full-time, part-time)	Business Operations, such as human resources, recruitment
Security	Information provided to secure accounts such as passwords, security questions	Business Operations, such as human resources, providing access to IT systems
Content of Communications	Information relating to communications sent to us in the application process, e.g., cover letter	Business Operations, such as human resources, recruitment
New Hire/Onboarding	Resumes, applications, background checks, IRS Forms W-4 (withholding), medical/drug test information, etc.	Business Operations, such as workforce planning, recruitment and staffing

Professional or employment-related information	Current or past job history, educational information, experience, skills, work authorization/eligibility to work in the U.S., etc.	Business Operations, such as workforce planning, recruitment and staffing
Device Activity	Online activity and usage patterns such as access times, webpages visited, web-logs, app features used, etc.	Business Operations, such as human resources, improving our internal operations
Device Details and Network Information	Information Your device may share and our servers log, such as type of device, hardware model, MAC Address, OS, version, settings, configuration, and network-related information such as IP address, mobile network provider. As further described in the Cookies section below, our websites and online services store and retrieve data using cookies set on Your device.	Business Operations, such as improving our internal operations
Device and Mobile Location	Depending on Your device and app settings, we also collect location data from Your devices when You use our apps or online services.	Business Operations, such as improving our internal operations
Digital Activity We Generate About You	When You connect to our online services, we may infer Your zip code, city, state, and country location based on Your IP address. We may also make inferences from Your online activity and usage patterns, such as access times, webpages visited, web logs, app features used, etc.	Business Operations, such as improving our internal operations, Provide You content that may be of interest to You based on pages visited and items viewed
Inferred Preferences	We infer new information from other data we collect, including using automated means to generate information about likely preferences or other characteristics.	Business Operations, including human resources, improving our internal operations
Identification Numbers that We Generate about You	Unique identification numbers such as account ID, or profile ID	Business Operations, such as human resources, recruitment

Some of the personal information that we collect will come from You. On recruitment, it may also come from third parties such as previous employers who provide references, a recruitment agency, or a background check provider.

We also receive information from others when You direct them to share information with us, and in the following cases:

- **Affiliates:** We share personal information among the companies within the Ford Motor Company family of companies and affiliates. Our “family of companies” is the group of companies related to us by common control or ownership. We share information within this “family” as a normal part of conducting business and offering products and services to our customers.
- **Service Providers and Suppliers.** We may receive personal information from our vendors or agents working on our behalf for the purposes described in this Privacy Policy.
- **Law enforcement agencies, courts, regulatory agencies, and others:** We may receive personal information from government agencies or courts for legal compliance purposes, to protect Your personal safety or the safety of others, to protect Ford’s or others’ rights, or to investigate fraud. We may also receive personal information from others; for example, in connection with litigation settlements, we may acquire information about You from third parties for the purpose of meeting our tax reporting obligations.
- **Business Partners:** We receive personal information from other companies with which we work together to offer services. Examples include:
 - **Advertising and Analytics Companies:** Please see the Cookies section of this Privacy Policy for a description of how we share information with advertising and analytics providers.
 - **Joint Marketing Partners:** We may receive personal information from partners with which we offer co-branded service or engage in joint marketing activities.
 - **Social Media Platforms:** If You sign into a Ford service using a social media sign-on (such as Facebook Connect), or pre-populate fields in a form using such tools, You allow us to access Your information that is publicly available or that You have made publicly available (e.g., name, user ID, profile picture) and any information the platform makes available. We encourage You to review the privacy policies for the social media platforms and authentication methods You use.
- **Parties to Corporate Transactions:** We may receive personal information as part of a corporate transaction or proceeding such as a merger, financing, acquisition, bankruptcy, dissolution, or at transfer, divestiture, or sale of all or a portion of business or assets.

If You opt not to provide us with certain personal information You can still access our website, however You may be unable to subscribe to emails or create an online account.

You may use app or device controls to prevent certain types of automatic data collection. But if You choose not to provide or allow information that is necessary for certain products or features, those products or features may not be available or function correctly.

We may combine categories of personal information.

We may use de-identified information for any purpose in accordance with applicable law.

COOKIES AND SIMILAR TECHNOLOGIES

Our websites and online services use cookies and similar technologies to operate and to help collect data. Cookies are small text files placed on Your device to store data that can be recalled by a web server in the same domain that placed the cookie. The text in a cookie often consists of a string of numbers and letters that uniquely identifies Your device, but it can contain other information as well.

Cookies on our websites are used to store Your preferences and settings, enable You to sign-in, provide interest-based advertising, combat fraud, analyze how our products perform, and fulfill other legitimate purposes.

Our websites may also contain electronic images known as web beacons (also called single-pixel gifs) that we use to help deliver cookies on our websites, count users who have visited those websites, and gather usage and performance data. We also include web beacons in our promotional email messages or newsletters to determine whether You open and act on them, and in our ads appearing on other sites to measure the performance of those ads.

Our websites often include web beacons and cookies from third-party service providers. In some cases, that is because we have hired the third party to provide services on our behalf, such as site analytics or advertising. In other cases, it is because our web pages contain third-party content (such as embedded videos, maps, plug-ins, or ads) that contain web beacons used to determine the effectiveness and track Your interaction with that content. When Your browser connects to a third party's web server to retrieve content and/or web beacons, that third party is able to set or read its own cookies on Your device and may collect information about Your online activities over time and across different websites or online services that also contain that third party's content or web beacons.

For example, many of our websites use Mouseflow, a third-party analytics tool, to track page content and click/touch, movement, scroll, and keystroke activity. You can find more information on Mouseflow's privacy practices at <https://mouseflow.com/privacy/> or opt-out at <https://mouseflow.com/opt-out/>. We also use Google Analytics and other Google services to support the operation of our websites. To learn about how Google uses and shares data it collects through these services, we encourage You to visit <https://www.google.com/privacy.html> and <https://www.google.com/policies/privacy/partners/>.

Interest-Based Advertising

As noted above, on some pages of our websites we allow third-party advertising partners to use cookies, web beacons, and similar technologies to collect or receive information regarding Your activities on those web pages (e.g., Your IP address, page(s) visited, time of day, and cookie identifiers). We may also share such information we have collected with Advertising and Analytics Companies. These companies may use this information (and combine it with information collected over time and across other websites, apps, or other digital services) for purposes of delivering future targeted advertisements to You to provide measurement services when You use Ford websites and online services, and when You interact with other (non-Ford) sites and online services. This practice is commonly referred to as "interest-based advertising" or "online behavioral advertising."

Pages of our website that collect information that may be used by such advertising partners for interest-based advertising purposes are identified by a link to AdChoices in the footer of the page. To see a list of third-party advertising and analytics providers that set cookies from our websites, along with links to manage Your preferences, click on the AdChoices link.

Industry-wide opt-outs. Many of these companies are also members of associations, which provide a simple way to opt out of analytics and ad targeting, which You can access at:

- United States: NAI (http://www.networkadvertising.org/managing/opt_out.aspx) and DAA (<http://www.aboutads.info/choices/>)
- Canada: Digital Advertising Alliance of Canada (<https://Youradchoices.ca/>)
- Europe: European Digital Advertising Alliance (<http://www.Youonlinechoices.com/>)

Mobile advertising ID controls. Apple and Android mobile devices each generate an advertising identifier that can be accessed by apps and used by advertisers in much the same way that cookies are used on websites. Each operating system provides options to limit tracking and/or reset the advertising ID.

Browser cookie controls. Web browsers vary on whether they are set to accept various types of cookies by default. You can go to Your browser settings to learn how to delete or reject cookies. If You choose to delete or reject cookies, this could affect certain features or services of our website. If You choose to delete cookies, settings and preferences controlled by those cookies, including advertising preferences, may be deleted and may need to be recreated.

Do Not Track. Some browsers have incorporated “Do Not Track” (DNT) features that can send a signal to the websites You visit indicating You do not wish to be tracked. Because there is not a common understanding of how to interpret the DNT signal, our websites do not currently respond to browser DNT signals. Instead, You can use the range of other tools to control data collection and use, including the cookie controls and advertising controls described above.

Email web beacons. You can disable web beacons in email messages by changing the settings on Your email client to prevent the automatic downloading of images.

Adobe Experience Cloud Device Co-op controls. Ford participates in the Adobe Experience Cloud Device Co-op. This Co-op allows Adobe to better understand how websites and apps are used by linking various devices that appear to be used by the same person. In turn, it helps companies who are members of the Co-op, including Ford, create websites, apps and ads customized for You, across all Your devices. You can learn more about the Co-op, how it works, and how to opt-out at <https://cross-device-privacy.adobe.com>.

OUR SHARING OF PERSONAL INFORMATION

Our policy is that only those who have a legitimate need to access Your personal information will be able to do so. Personal information may be provided to third parties if this is consistent with our grounds for processing and doing so is lawful.

We share personal information with Your consent, when You direct us to share it with others, or as necessary to complete Your transactions or provide the products You have requested or authorized.

For example, we share personal information with:

- Affiliates. We share personal information among the companies within the Ford Motor Company family of companies and affiliates. Our “family of companies” is the group of companies related to us by common control or ownership. We share information within this “family” as a normal part of conducting business and offering products and services to our employees.
- Service providers and suppliers. We share personal information with vendors or agents working on our behalf for the purposes described in this Privacy Policy. In such cases we require these vendors to protect the confidentiality of the personal information and to use it only to provide the services to us. For example, companies we’ve hired to provide employee service support or assist in protecting and securing our systems and services may need access to personal information to provide those functions.
- Law enforcement agencies, courts or regulatory agencies and others. We will access, transfer, disclose, and preserve personal information when we believe that doing so is necessary to:
 - comply with applicable law or respond to valid legal process, including from law enforcement or other government agencies;
 - detect, investigate, and prevent fraud, or to help prevent the loss of life or serious injury;
 - operate and maintain the security of our products, including to prevent or stop an attack on our computer systems or networks; or
 - protect the rights or property or ourselves or others, including enforcing our agreements, terms, and policies.
- Parties to Corporate Transactions. We may also disclose personal information as part of a corporate transaction or proceeding such as a merger, financing, acquisition, bankruptcy, dissolution, or at transfer, divestiture, or sale of all or a portion of our business or assets.

We may share de-identified information in accordance with applicable law.

CHOICE AND CONTROL OF PERSONAL INFORMATION

To correct or update Your personally identifiable information You can re-register on the website, or email us at recruitingcoe@randstadsourceright.com so that we may be able to process Your changes. corporate.ford.com/jobs will use reasonable efforts to correct any factual inaccuracies in Your information.

The scope of access available for this request is for information stored in the database that holds the data for corporate.ford.com/jobs. Any personally information that has been collected from You on other Company websites will not be accessible or changeable through the processing of this request.

SECURITY OF PERSONAL INFORMATION

Safeguarding personal information is important to us. While no systems, applications, or websites are 100% secure, we take reasonable and appropriate steps to help protect personal information from unauthorized access, use, disclosure, alteration, and destruction.

To help us protect personal information, we request that You use a strong password and never share Your password with anyone or use the same password with other sites or accounts.

EUROPEAN DATA PROTECTION RIGHTS

If the processing of personal data about You is subject to European Union data protection law, You have certain rights with respect to that data:

- You can request access to, and rectification or erasure of, personal data;
- If any automated processing of personal data is based on Your consent or a contract with You, You have a right to transfer or receive a copy of the personal data in a usable and portable format;
- If the processing of personal data is based on Your consent, You can withdraw consent at any time for future processing;
- You can object to, or obtain a restriction of, the processing of personal data under certain circumstances; and
- For residents of France, You can send us specific instructions regarding the use of Your data after Your death.

To make such requests or contact our Data Protection Officer, contact us at the address at the bottom of this Privacy Policy. When we are processing data on behalf of another party that is the “data controller,” You should direct Your request to that party. You also have the right to lodge a complaint with a supervisory authority, but we encourage You to first contact us with any questions or concerns.

We rely on different lawful bases for collecting and processing personal data about You, for example, with Your consent and/or as necessary to provide the products You use, operate our business, meet our contractual and legal obligations, protect the security of our systems and our customers, or fulfil other legitimate interests.

RETENTION OF PERSONAL INFORMATION

We retain personal information for as long as necessary to provide the products and fulfill the transactions You have requested, comply with our legal obligations, resolve disputes, enforce our agreements, and other legitimate and lawful business purposes. Because these needs can vary for different data types in the context of different products, actual retention periods can vary significantly based on criteria such as user expectations or consent, the sensitivity of the data, the availability of automated controls that enable users to delete data, and our legal or contractual obligations.

LOCATION OF PERSONAL INFORMATION

The personal information we collect may be stored and processed in Your country or region, or in any other country where we or our affiliates, subsidiaries, or service providers maintain facilities. The storage location(s) are chosen to operate efficiently and improve performance. We take steps designed to ensure that the data we collect under this Privacy Policy is processed according to the provisions of this Privacy Policy and applicable law wherever the data is located.

Location of Processing European Personal Data. We transfer personal data from the European Economic Area and Switzerland to other countries, some of which have not been determined by

the European Commission to have an adequate level of data protection. When we do so, we use a variety of legal mechanisms, including contracts, to help ensure Your rights and protections. To learn more about the European Commission's decisions on the adequacy of personal data protections, please visit: https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/adequacy-protection-personal-data-non-eu-countries_en.

HOW TO CONTACT US

If You have any questions, comments or concerns about Policy please contact us at

Telephone

800-392-3673

800-232-5952 (TDD for the hearing impaired)

Available Monday-Friday, 8:00 a.m. - 8:00 p.m. EST and Saturday, 9:00 a.m. - 5:30 p.m. EST

Mailing Address

Ford Motor Company Customer Relationship Center

P.O. Box 6248

Dearborn, MI 48126

CHANGES TO THIS PRIVACY POLICY

We reserve the right to amend this Privacy Policy at our discretion and at any time. If we make material changes to the Privacy Policy, we will provide notice or obtain consent regarding such changes as may be required by law.