



## GREENBRIER APPLICANT PRIVACY POLICY

### **Introduction**

The Greenbrier Companies, Inc. (“**Greenbrier**“ or “**We**”) respects your privacy and are committed to protecting it through our compliance with this policy when you provide information to us as part of the employment application process.

This policy describes the types of information we may collect from you or that you may provide when you apply for an employment opportunity at Greenbrier (your “**Application**”) and our practices for collecting, using, maintaining, protecting, and disclosing that information.

This policy applies to information we collect:

- When you provide Greenbrier information as part of your Application.
- In email, text, and other electronic messages between you and Greenbrier regarding your Application.

This policy does not apply to information collected by us offline or through any other means, including on any other website operated by Greenbrier or any third party (including our affiliates and subsidiaries):

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to submit your Application. By submitting your Application, you agree to this privacy policy.

### **Location of Processing; Applicable Law**

If you are submitting your Application from outside the United States, please be aware that your information may be transferred to, stored, and processed in the United States where our servers are located and our central database is operated. The data protection and other laws of the United States and other countries might not be as comprehensive as those in your country. Accordingly, any personal information you submit with your Application will be collected in the United States and will be subject to its laws. However, if we share your personal information with an affiliate located in another country in its capacity as a potential employer, the affiliate will handle your personal information in accordance with this Policy. Any hiring or other employment-related decisions will be made by the hiring affiliate in accordance with the laws of the country where the job will be located. Please be assured that we seek to take reasonable steps to ensure that your privacy is protected. By submitting your Application, you understand

that your information may be transferred to our facilities and those third parties with whom we share it as described in this Privacy Policy.

### **Children Under the Age of 13**

No one under age 13 may submit an Application or any information to Greenbrier. We do not knowingly collect personal information from children under 13. If you are under 13, please do not use or provide any information on the application website or on or through any of its features, do not register on the application website, or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or username you may use. If we learn we have collected or received personal information from a child under 13, we will delete that information. If you believe we might have any information from or about a child under 13, please contact us at [careers@gbrx.com](mailto:careers@gbrx.com).

### **Information We Collect**

#### **Information Provided Directly By You**

In connection with your Application, Greenbrier will collect the following information:

- Name, address, telephone number, e-mail address, and other contact information;
- Username and password;
- Work authorization status;
- CV, resume, cover letter, previous work experience and education information;
- Skills;
- Professional and other work-related licenses, permits and certifications held;
- Information relating to references;
- Employment preferences, willingness to relocate, current salary, desired salary, awards or professional licenses; and
- Any other information you elect to provide to us (e.g., employment or professional memberships).

We ask that you avoid submitting the following information that may qualify as sensitive information under applicable law, except where such information is legally required: information on religion, nationality or national origin, age, gender identity, sex life or practices or sexual orientation, marital status, genetic or biometric information, biometric templates, political or philosophical beliefs, political party or trade union membership, background check information, and judicial data such as criminal records or information on other judicial or administrative proceedings.

To the extent the personal information you provide contains details of the information referenced in the preceding paragraph or your job evaluations or educational records, you expressly authorize Greenbrier to handle such details for the purposes of your Application.

Any information you submit must be true, complete, and not misleading. Submitting inaccurate, incomplete, or misleading information may lead to a rejection of your application during the application process or disciplinary action including immediate

termination of employment. In addition, it is your responsibility to ensure that information you submit does not violate any third party's rights.

If you provide us with personal information of a reference or any other individual as part of your Application, it is your responsibility to obtain consent from that individual prior to providing the information to us.

### **Automatic Collection**

We may also use automatic data collection technologies to collect certain information about your equipment, browsing actions, and patterns, including:

- Details of your use of our application website, including traffic data, location data, logs, and other communication data and the resources that you access and use on the application website.
- Information about your computer and internet connection, including your IP address, operating system, and browser type.

The information we collect automatically helps us to improve our application website and application services and to deliver a better and more personalized service, including by enabling us to:

- Estimate our audience size and usage patterns.
- Store information about your preferences, allowing us to customize our application website services according to your individual interests.
- Recognize you when you return to our application website.

### **How We Use Your Information**

We collect and process information about you for the following reasons:

- Because you voluntarily provide this information;
- Because this information is necessary to take steps at your request prior to entering into an employment or internship; or
- To comply with a legal obligation

The information that you submit with your Application may be used for Greenbrier's personnel recruitment, management, and planning purposes, as permitted by applicable law, including:

- To process your Application;
- To assess your capabilities and qualifications for a job;
- To conduct reference checks;
- To respond to your inquiries and communicate with you about your Application, and to send you information regarding changes to our terms and policies;
- To comply with or monitor compliance with any applicable law or regulation;
- To conduct background checks if we offer you a position; and
- To preserve our other legitimate interests, for example, for Greenbrier's administrative purposes, aggregate management reporting, internal training, and as generally required to conduct our business.

The information about you will be added to Greenbrier's database. If we hire you, personal information we collect in connection with your Application may be incorporated

into our human resources system and may become part of your employee file and may be used for other employment-related purposes.

Greenbrier may also use the information as we believe to be necessary or appropriate: (a) under applicable law, including laws outside your country of residence; (b) to comply with legal process; (c) to respond to requests from public and government authorities including public and government authorities outside your country of residence; (d) to enforce our terms and conditions; (e) to protect our operations; (f) to protect our rights, privacy, safety or property, or that of you or others; and (g) to allow us to pursue available remedies or limit the damages that we may sustain.

If you do not provide sufficient information, we'll be unable to consider your Application.

### **Disclosure of Your Information**

We may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

We will make the information in your Application available to personnel with a business need to know the information, including personnel in the recruiting, human resources and information technology departments, and in the department responsible for the position for which you are applying.

We may disclose personal information that we collect or you provide as described in this privacy policy:

- To contractors, service providers, and other third parties we use to support our business.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of The Greenbrier Companies, Inc.'s assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by The Greenbrier Companies, Inc. about our applicants is among the assets transferred.
- To fulfill the purpose for which you provide it.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
- To enforce or apply our terms of use and other agreements.
- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Greenbrier, our customers, or others.

## **Choices About How We Use and Disclose Your Information**

We strive to provide you with choices regarding the personal information you provide to us. We have created mechanisms to provide you with the following control over your information:

- **Tracking Technologies and Advertising.** You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.
- **Data Requests.** You may, where permitted by applicable law, request (i) access to personal information we collect, (ii) its modification or suppression, (iii) that we restrict its processing, (iv) that we cease using it (objection right); or (v) that we transfer personal information to you or another organization in a structured, commonly used and machine-readable format (right to data portability). Please use the form on your applicant dashboard to let us know what limitations you would like to create on our use of your personal information. Please let us know what limitations you would like to put on our use of your personal information. For your protection, we may only implement requests with respect to the information associated with the applicant login used to submit the request, and we may need to verify your identity before implementing your request. We will try to comply with your request as soon as reasonably practicable. Please note that certain personal information may be exempt from such access, correction, or suppression rights pursuant to local data protection laws.

## **Your California Privacy Rights**

If you are a California resident, California law may provide you with additional rights regarding our use of your personal information. To learn more about your California privacy rights, visit [www.gbrx.com/legal](http://www.gbrx.com/legal) to view our Privacy Notice for California residents.

California Civil Code Section § 1798.83 permits California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. However, please know we DO NOT disclose personal information to third parties for their direct marketing purposes.

## **Current Greenbrier Personnel**

If you currently work for Greenbrier or one of our affiliates, you may be eligible to apply for a different position within Greenbrier. If you accept such a position, your benefits programs and Human Resources policies may change. Please consult with your Human Resources manager for the new position concerning application eligibility, benefit programs, and Human Resources policies applicable to that position.

## **Data Retention**

Greenbrier keeps your personal information for as long as needed or permitted in light of the purpose for which it was obtained. The criteria used to determine our retention

periods include (i) for as long as we have an ongoing relationship with you (such as an application process); as required by a legal obligation to which we are subject to; or as advisable in light of our legal position.

We may also retain your information for the purpose of considering whether your skills are suitable for other opportunities. If you do not wish us to do this, please contact [careers@gbrx.com](mailto:careers@gbrx.com). We may remove personal information for inactive accounts from our database, subject to any applicable legal or regulatory obligations. Additionally, Greenbrier may delete personal information about you from our database at any time and without providing any reason. Please retain your own copy of the personal information you provide to us.

### **Data Security**

We have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure. All information you provide to us is stored on secure servers behind firewalls and transmitted using SSL encryption technology.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to us. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures.

Do not send sensitive information to us via email. It is your sole responsibility to use the appropriate level of care whenever you communicate with us.

Greenbrier hereby disclaims, as far as permitted by local laws, any liability for itself and its affiliates and contractors for any personal information we collect in connection with your Application that is lost, misused, illegally accessed, disclosed, altered, or destroyed.

### **Changes to Our Privacy Policy**

It is our policy to post any changes we make to our privacy policy on this page. If we make material changes to how we treat our users' personal information, we will notify you through a notice on the application website home page. The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our application website and this privacy policy to check for any changes.

### **Contact Information**

To ask questions or comment about this privacy policy and our privacy practices, contact us at: [careers@gbrx.com](mailto:careers@gbrx.com).

**Adopted August 2022**