

# Whitecap Resources Inc. Privacy Notice

## **Protecting Your Information**

Whitecap Resources Inc. ("Whitecap" or the "Company") is committed to safeguarding the privacy and security of the personal information of all candidates and employees in accordance with applicable privacy legislation. You may withdraw your personal information at any time.

Only authorized personnel who are involved in the hiring process and/or have a legitimate need to access your personal information will have the ability to do so.

## **Collecting Your Personal Information**

Our Careers page allows you to apply for employment with Whitecap. When you register, we collect personal information for the purpose of facilitating your application for employment. "Personal information" refers to any data that identifies you as an individual or could reasonably be used to identify you. The personal information we collect may include your full name, complete mailing or home address, email address, phone number, birthdate, gender and information related to your employment history, education, language proficiency, licenses, certifications and other pertinent details you choose to provide as a part of your application.

You may update, revise, or delete your personal information at any time. However, incomplete or inaccurate information may affect your candidacy for job opportunities.

## How We Use Your Information

We collect your personal information to identify, track, and recruit employment candidates. Additionally, this information helps us compile aggregate statistical data to monitor market trends, though this statistical data will not identify any individuals. You do not need to provide personal information to view job postings.

Whitecap will retain and process your personal information for employment, administrative, or other purposes related to your candidacy or future employment. If you are not selected for a specific job opportunity, we will retain your information as outlined below.

Your email address will be used as a unique identifier and to contact you regarding opportunities you have applied for, or which align with your application. We take appropriate measures to ensure your personal information is not disclosed beyond what is necessary to facilitate your application process.

Your personal information will be shared with Whitecap's hiring leaders, Human Resources and necessary personnel to consider you for employment opportunities. We may also disclose your personal information under the following circumstances:



- 1. When required or permitted by law or government agencies, including statistical reporting to relevant bodies like the Canadian Human Rights Commission, or
- 2. When obtaining reference checks and information to validate your qualifications and candidacy.

## **Retention of Personal Information**

If no interview takes place, your personal information will be retained for 12 months. If you are interviewed but not hired, your personal information will be retained for three years. You may request the removal of your personal information at any time by contacting us.

## **Third-party Service Providers**

Whitecap may use third-party service providers to process personal information on our behalf. These service providers may include those involved in information storage, human resources administration, background checks or similar purposes. Some of these providers may be located outside of Canada. We will ensure that any such transfers comply with applicable privacy legislation and that appropriate safeguards are in place.

#### Consent and Withdrawal

By registering on this website and submitting your personal information, you acknowledge and consent to the practices outlined in this Privacy Notice. You also certify that the information you provide is accurate and truthful, and you understand that misrepresentation may lead to the rejection of your application or dismissal if you are subsequently employed.

You retain the right to withdraw your consent at any time. Should you wish to withdraw your personal information from our system or stop being considered for job opportunities, you may do so by contacting us. Please note that withdrawing your consent may affect your eligibility for future job openings at Whitecap.

Whitecap reserves the right to modify this Privacy Notice at any time. Any changes will be posted on this page, and your continued use of the website signifies acceptance of any updates to the practices as described in this Privacy Notice.

#### **Terms and Conditions**

By checking submitting my information through the careers website, I acknowledge that I have read and agree to the Privacy Notice provided by Whitecap Resources Inc. I understand that my personal information will be used for the purposes of recruitment, and other uses as outlined in the Privacy Notice. I also confirm that the information I am submitting is accurate, complete, and truthful.