



S&P Global Candidate Privacy Policy and Notice

S&P Global Inc., its subsidiaries and divisions globally (“S&P Global”) are committed to protecting the personal information that S&P Global obtains through our recruitment and hiring processes. A list of S&P Global group companies may be found [here](#). The company of S&P Global that is your prospective employer is the data controller of your personal information (the “Company” or “we”, “us”, “our”). This Privacy Policy and Notice (“Policy”) describes S&P Global’s collection, use, disclosure, transfer and storage of your personal information. S&P Global may update this policy from time to time and will post the most recent version online.

What types of personal information does S&P Global process?

Subject to applicable law, the Company may process the following types of personal information collected from you or other sources where relevant to your application in the applicable jurisdiction.

Type of information	Source(s)
Information related to your identity such as name (legal and preferred), contact details (including address, email and phone number)	You Employment Search Firms and other Employment or Technology Service Providers Public websites or social media sources (e.g. LinkedIn) where permitted by applicable law
Immigration or visa status such as work authorization status and current/future work sponsorship requirements	You Employment Search Firms
Nationality	You Employment Search Firms
Citizenship Status	You Employment Search Firms
City/Country of Birth	You Employment Search Firms
Date of Birth	You Employment Search Firms
Gender	You Employment Search Firms and other Employment or Technology Service Providers
Gender identity or sexual orientation	You Employment Search Firms
National Identifiers such as passport number or other government identification number	You Identity Verification Services Employment Search Firms
Marital or Familial Status	You



	Employment Search Firms
Military Service / Veteran Status	You Employment Search Firms
Disability status (e.g., where you request an accommodation)	You Employment Search Firms and other Employment or Technology Service Providers
Race/Ethnicity	You Employment Search Firms
Resume/CV, Cover Letter, professional and work experience (company, location, dates of employment, title), educational background, other relevant skills such as languages	You Employment Search Firms and other Employment or Technology Service Providers Public social media sources where permitted by applicable law (e.g. LinkedIn) Employee Referrals/References
Results from assessments, evaluations, or other reviews conducted as part of the recruitment process	You Employment Search Firms and other Employment or Technology Service Providers Public websites or social media sources where permitted by applicable law (e.g. LinkedIn)
Criminal conviction and credit history	You Consumer credit reporting companies Background check providers
Current compensation and expectations	You Employment Search Firms
References, including information about your referees and their observations	You Employment Search Firms
Photos	You Employment Search Firms

If we obtain personal information from third parties, we will take reasonable steps to confirm that such personal information was collected lawfully where required to do so by applicable law.

Some personal information which we collect may also be considered sensitive information or special category data under applicable law in relevant jurisdictions. For example, in the People’s Republic of China, your ID information and financial information may be considered sensitive personal information.

If you provide us with personal information about other individuals (such as individuals listed as references), it is your responsibility to inform such individuals of their rights and to obtain their consent, where necessary under applicable law, to the processing (including transfer) of that personal information for the purposes set out in this policy.



Why does the Company process my personal information?

We process your personal information to administer our recruitment activities, including to:

- Assess your suitability for the position for which you apply and, in accordance with applicable law, for other open positions, make hiring decisions, including in connection with assessment or evaluation services provided by third-parties;
- Maintain and review our equal opportunity profile, and support our diversity and inclusion efforts, in accordance with applicable law;
- Communicate offers of employment to you and inform you of current and future career opportunities as permitted by applicable law;
- Manage and improve our recruiting and hiring processes, administer on-boarding activities and maintain employment records; and
- Authenticate your identity and conduct or obtain reference and background checks to the extent required or permitted by applicable law.

Processing of your personal information is necessary for our legitimate interests in facilitating recruitment, evaluation, and hiring processes, in particular: the interview process and communicating with you; making informed recruitment decisions and selecting suitable candidates for roles with us; performing background checks through service providers (such as criminal and credit history, to the extent relevant and permitted and, where necessary, also with your consent); improving our recruiting and hiring processes and applying industry best practices; to take steps at your request prior to entering into a contract with you. The processing of your personal information may also be necessary for us to comply with legal or regulatory requirements (in particular with respect to maintaining records, applicable equal opportunities monitoring and reporting obligations and verifying your right to work in the relevant jurisdiction where required by authorized authorities). If you are in a jurisdiction where legitimate interest is not a ground for processing, either at all or in respect of particular categories of personal information, we will process your personal information as required or permitted by law, including based on your consent where required by applicable law.

Our ability to evaluate your application will be limited if we do not process your personal information.

When and why will the Company share my personal information?

Within S&P Global:

Your personal information may be disclosed to our human resources, finance and administration functions and other relevant personnel, such as interviewers involved in the recruitment process, managers in the business area with a vacancy, and IT and legal department personnel, for recruitment, administrative and management purposes as described in this policy. Relevant S&P Global entities have executed data processing agreements, data transfer agreements or other types of data agreements pursuant to the applicable privacy laws in order to implement appropriate safeguards for transfers of personal information.



Service providers:

We may share your personal information with recruitment and administration service providers, background check providers, affirmative action plan and diversity analytics providers, and hosting, cloud and other technology services providers on a need to know basis in accordance with applicable law. For example, we may provide your name and email address to our service providers engaged in candidate role matching and recommendations, including based on behavioral assessments, game-based recruiting, or resume reviews, where such assessments are applicable for the role to which you have applied. We require that these service providers protect your personal information in accordance with applicable law. Relevant S&P Global entities execute data processing agreements, data transfer agreements or other types of data agreements pursuant to applicable privacy laws in order to implement appropriate safeguards for transfers of personal information.

Third parties:

We may share your personal information with other third parties, for example in the context of the possible sale or transfer of all (or a portion) of our business or assets to a third party in the event of merger, acquisition, liquidation or similar event, or to relevant third parties such as auditors, lawyers or professional advisors, our insurers in accordance with applicable law. If required by law in a particular jurisdiction, we will require that third party continue to comply with this policy or obtain your consent again.

Sometimes we may share your personal information without your consent where permitted or required under applicable law, including where service providers assist us in the processing of your personal information described in this policy. We may need to disclose your personal information to comply with a subpoena, bankruptcy proceedings, or similar legal process, or in response to lawful requests by public authorities, or when disclosure is reasonably necessary to protect our property or rights, or those of you or third parties, or the public at large. In some jurisdictions, we may also process your personal information if it has already been publicly disclosed by you and, in jurisdictions such as the People's Republic of China, where such processing is directly related to national security or public safety, or public health or other public interests.

We will not "sell" your personal information collected in accordance with this policy to a third party unless permitted by this policy or applicable law. For example, in certain jurisdictions, to "sell" personal information means to disclose it to an external party for monetary or other benefit where our contract does not restrict that party from using such information for other purposes.

Do you transfer personal information between jurisdictions?

Yes. S&P Global is a multi-national group with headquarters in New York, United States of America. In connection with our business and for recruitment, employment, administrative, management and legal purposes we may process your personal information outside of the country in which it was collected, including within the S&P Global group globally and with service providers outside that jurisdiction whose privacy laws may not have similar privacy laws in the jurisdiction in which you are located, as permitted by applicable privacy laws. The Company will put measures in place to protect the information that is transferred in accordance with applicable privacy laws (such as the Standard Contractual Clauses released by the European Commission). You may obtain a copy by using the contact details below.



How do you protect my personal information?

We have appropriate security measures designed to prevent your personal information from being accidentally lost, used or accessed in an unauthorized way, altered or disclosed. However, the security of information can never be guaranteed. In the event of a serious security incident, we will notify you and report to applicable regulators as required by applicable law.

We limit access to your personal information to those employees, agents, contractors and other third parties who have a business need to know and are subject to confidentiality obligations.

What happens to my personal information if my application is successful?

If your application is successful, personal information processed during the recruitment process will be added to your employee record and processed in accordance with S&P Global's applicable employee privacy policy. You will be provided with access to a copy of that policy at the time of accepting your offer of employment and at any time on our intranet after you start with us.

How long will you keep my personal information if my application is unsuccessful?

We will retain your personal information for as long as necessary to review your application, and for an additional period as is necessary for the purposes described in this policy. To understand how long we will retain your personal information, please contact HRprivacy@spglobal.com.

Do you use automated decision-making for the purposes of recruiting or hiring?

Yes, in some jurisdictions where permitted by law, we use processes which involve automated decisions for the purposes of recruiting and hiring. For example, for some roles we use gamified assessments to identify behavioral attributes, and the results of those assessments may be used to determine if a candidate proceeds to the next stage of the process. If a process involves automated decision-making, we will let you know and you may have a right to object to the decision and ask for human intervention depending on the applicable law.

How can I access or correct my personal information, request that it be deleted, or ask for it to be transferred to another organization?

At any time, you may request:

- access to your personal information (commonly known as a "data subject access request");
- that we update or correct your personal information;
- erasure of your personal information;
- that we restrict the processing of your personal information when you have asked us to check its accuracy and in other cases;
- to export a copy of your personal information in a format that allow you to reuse your data;
- to ask for human intervention if a recruiting or hiring process involves an automated decision;
- or
- closure of your account (if an online account is created).

Furthermore, you may object to the processing of your personal information where the processing is based on a legitimate interest.



You may also withdraw your consent to future processing at any time (if applicable).

You may also have the right not to be discriminated against for exercising any of the above rights.

Depending on which laws apply to your personal information, we may only do some of these things for you. If we refuse your request, we will explain your legal rights, the reason for our refusal and any recourse you may have.

Please contact our team if you have a question or request for us at HRprivacy@spglobal.com. We will respond to your request within 30 days or earlier if we can or are required to do so by applicable law.

How can I make a complaint about the handling of my personal information or response to my request to exercise my rights?

If you have a concern about our privacy practices, including the way we handled your personal information, you may report it to the Chief Privacy Officer and Data Protection Officer at privacy@spglobal.com or 55 Water Street, New York, NY 10041, or to the data protection authority that is authorized to hear those concerns.

In some jurisdictions, we also have local contact details that you may prefer to use as set out in our [Global Corporate Privacy Policy](#). Look for the heading “How can you contact us?”.