

PERSONAL INFORMATION COLLECTION NOTICE

What personal information do we collect?

JANA will collect your name, address, place of work and contact details and may collect other personal information (such as employment details, location, travel arrangements, opinions or personal views, voice and image) about you or team members of the entity you represent (**Entity**) when you:

- register as a user on the website through which JANA collects information (**Platform**);
- respond on behalf of the Entity to research queries or other questionnaires issued by JANA;
- meet or correspond with a JANA representative on behalf of the Entity; or
- participate in meetings, whether face-to-face or virtual meetings, on behalf of the Entity (such meetings may be recorded).

Why do we collect personal information and do you have to provide your personal information?

Investment Managers: We may use personal information we collect from investment managers for the purpose of evaluating the investment management services provided by your Entity, formulating our research, and to provide advisory services to our clients. This type of information may be stored via the Platform in accordance with the Terms of Use of the Platform (**Terms**).

Clients: We may use personal information we collect from clients to tailor the services we provide to your Entity and to facilitate the delivery of our services.

Service Providers: We may use personal information we collect from service providers to evaluate the products or services provided by your Entity and to inform our decision as to whether to proceed with engaging you for your products or services.

Candidates: We may use personal information we collect about candidates during our recruitment process to verify the employment history and credentials, to assess eligibility for the role and conduct reference and background checks. We may also use the personal information to inform candidates of future vacancies.

Virtual Meetings: We may record virtual meetings you participate in for the following purposes:

- to allow JANA staff who are unable to attend the meeting to view the recording later;
- to facilitate more accurate note taking of discussions and action items from the meeting;
- or
- to coordinate the execution of any action items arising from the meeting.

You do not have to provide us with your personal information. However, in some circumstances, if personal information is not provided, our research may be incomplete, we may have difficulty recommending your Entity's services to our clients, we may not be able to provide you with our services (or the full extent of our services), we may not be able to engage you to provide us with products or services or we may not be able to assess your suitability for a vacancy. If you do not wish to provide us with your personal information in a recorded virtual meeting, you have the option to leave the meeting or attend with your camera off and turn off "automatically identify me in meeting captions and transcripts" in settings.

How do we use and disclose your personal information?

Investment Managers: We may disclose personal information about you and/or members of your team involved in the provision of your Entity's services in accordance with our Privacy Policy and the Terms, including to our clients. Please be aware that JANA clients that subscribe to our client portal, "Vault" have direct access to some of our investment manager research. This includes JANA's manager research meeting notes and summary information we prepare on the managers and strategies that we research. We are happy to provide more detail on what is shared in Vault if you would like more information. We may quote information as having been provided by you and/or members of your investment team, and/or attribute opinions of an investment team member in our research and communications with our clients. We do not disclose recordings of virtual meetings externally or to any third party other than the meeting attendees upon request.

We may provide your personal information, or the personal information of certain individuals employed or working for the Entity to regulators if required under relevant law or regulation from time to time.

We will use and share the information we collect about your use of the Platform with third parties including the Platform Provider for the purpose of providing and administering the Platform and improving the services we offer.

Clients: We may disclose personal information about you and/or members from your Entity to other JANA staff or to the investment managers or service providers where appropriate to facilitate the provision of services to your Entity.

Service Providers: We may disclose personal information about you and/or members of your team involved in the provision of your Entity's services to other JANA staff to evaluate your products or services and to administer the contract we have in place.

Candidates: We may disclose personal information about you to the recruitment agency who referred you and to service providers who conduct reference, background and probity checks on our behalf.

We otherwise use, disclose, and handle personal information in accordance with our Privacy Policy <https://jana.com.au/privacy-policy/>. Our Privacy Policy includes information about how individuals may access or seek correction of their personal information, how they may make a complaint about how their personal information has been handled, and how they can opt-out of marketing communications from us.

Virtual Meetings: JANA uses the information collected via virtual meeting recordings for internal purposes only in accordance with the purposes set out in this collection notice. We do not share recordings or transcriptions of recorded meetings with any person or organisation outside of JANA, other than the meeting participants upon their request. Meeting recordings will be retained by JANA for as long as it is reasonably necessary for the purposes specified in this notice, to ensure continuity of the services JANA provides to its clients, or to ensure continuity of our investment research or due diligence about managers (as the case may be). Typically, meeting recordings will be automatically deleted by JANA after 90 days. You may request a shorter period of retention by advising your JANA contact or by contacting us at privacy@jana.com.au.

How and where is personal information stored?

JANA holds information including personal information it collects in different ways including in paper form and using cloud or other types of networked or electronic systems on servers located in Australia. JANA employs security protocols and takes steps designed to prevent unauthorized access, use or disclosure.

Some of JANA's clients to whom we provide information may be located outside of Australia, such as New Zealand.

How to access and update your personal information?

You have a legal right to access and update your personal information. To access or amend your personal information please contact us at privacy@jana.com.au.

Your Acknowledgement:

By registering as a user of the Platform and/or corresponding with or responding to JANA on behalf of the Entity you represent, you confirm that:

1. you have read and understood this Personal Information Collection Notice (**Notice**);
2. you give your consent to your personal information being collected, used, disclosed and handled by JANA in accordance with this Notice and JANA's Privacy Policy; and
3. where you are providing any personal information about another individual, you have obtained their consent to their personal information being collected, used, disclosed and handled by JANA in accordance with this Notice and JANA's Privacy Policy.