

At Franklin Templeton (FT), we care about your privacy and value the trust you place in us when you share your personal information.

This notice is for **Employees**, defined as any current employees (full or part-time) or individuals contracted for employment related services such as but not limited to temporary staff, interns, external directors/board members/officers, contractors, and consultants (including individuals who may not be paid directly by Franklin Templeton but provide services to Franklin Templeton). Employment and employment-related services will be referred to as **Employment** in this notice.

For job candidates, including current Employees applying to a new role, refer to our [Candidate Privacy Notice](#).

If you interact with FT in a role other than as an Employee, such as an investor, website visitor, etc., refer to the [Privacy & Cookies Notice](#) for additional information about the collection and use of your personal information within that context.

We may update this notice periodically. Revised versions will be available on our website at <https://www.franklintempletoncareers.com/privacy>.

1. PRIVACY NOTICE

This notice describes the categories of personal information we may collect or receive from you or others, how we use that information, whom we may share it with, and any privacy rights you may have. By personal information, we mean information that is reasonably capable of being directly associated to you or can be reasonably linked, directly or indirectly, to you.

Sources of Personal Information

We may collect personal information from the following sources:

- From you directly or from those acting on your behalf
- Another person (typically someone who knows you) who provides referral information about you to us
- Automatically collected from Internet or other network activity, internal monitoring activities, or CCTV
- Other parties that perform services for us or on our behalf
- Publicly available sources of information

Personal Information We Collect

We may collect or receive from others the following types of personal information about you:

- **Contact information** such as name, phone numbers, physical and email addresses;
- **Passport data** (series, number, by whom and when issued) and identification card data, PIN;
- **Logistical information about your Employment** such as your role, location, department, reporting line;
- **Information to complete the Employee onboarding process** (refer to our Candidate Privacy Notice);
- **Background/Employment check and/or financial screening information collected or generated in connection with your Employment**; for certain regulated roles, ongoing background screening may be necessary in accordance with local law;
- **Salary, compensation, and benefits data** such as salary details, bonus and other compensation information such as the company's Employee Stock Incentive Plan (ESIP), restricted stock plans, and personal information in relation to Employee benefits such as retirement/ pension plans, insurance, and other benefit programs into which an Employee may enrol.
- **Other information collected or generated in connection with your Employment** such as details of training, learning and development, appraisals, recruitment and Employment conclusion information, grievances, Employee relations investigations and outcomes (including alleged or actual breaches of policies and procedures), workplace and Employee sentiment

surveys, Employee recognition, business travel, sickness and health-related information (and in accordance with local laws, Covid-19 monitoring including vaccination status and/or vaccination proof), absence and health and safety records;

- **Information about your family/beneficiaries** such as your designated emergency contact information and dependent information; in connection with Employment benefits and in accordance with specific compliance policies and/or HR leave policies, we may collect other family/home information.
- **Biometric and/or pictorial Information** such as photos identifying you that you voluntarily provide, and with your consent fingerprints when required due to a job position or Employment location;
- **Education** (when and which educational organizations graduated, diploma numbers, field of training or specialty by diploma, qualification);
- **Information about your use of company premises** such as information collected as part of office/premises access and closed-circuit television (CCTV) recordings;
- **Employee representative bodies information, with your consent**, or if required by local law, such as information about your association with an Employee representative body/trade union membership;
- **Information about your use of company systems** such as monitoring your use of electronic communications, such as emails, telephone calls, web platform (Skype/MS Teams, Zoom etc) calls, chats or Instant Messenger (IM), events and webinars, and letters used in connection or generated by you as an Employee. FT's information technology systems are monitored in accordance with FT's [Corporate Information Security Policy](#); monitoring may include access to content of communications and FT applications/systems usage; and
- **Information captured by our websites** such web logs and information about your interactions with our websites and FT webpages on social media sites such as Twitter and LinkedIn.

Why We Collect and Process Your Personal Information

Your personal information is collected and processed to:

- Fulfil a contract we have with you;
- When it is our legal duty;
- When you consent to it;
- When it is in our legitimate interest*; or
- As permitted by applicable law.

*Our legitimate interest is when we have a valid business or commercial reason to use your information and the use does not negatively impact your personal rights and freedoms.

How We Use Your Personal Information

We may use your personal information for the following purposes:

- Performing obligations in relation to our Employment contract or contract for Employment services with you;
- Employee relationship management, administration, and operations;
- Verifying and ensuring compliance with our policies and procedures;
- Planning and facilitation of business continuity;
- For compliance with any contractual, legal or regulatory obligations;
- Detection or prevention of inappropriate behavior or breach of FT policies or employment contract/agreements;
- Ensuring only authorized users have access to our premises and/or IT systems storing our information; and
- Business management and other legitimate business purposes, in compliance with our policies and procedures, or as otherwise permitted or required by law.

We never sell your personal information or share it for advertising purposes.

Diversity Monitoring

We may collect information about you in accordance with our diversity and inclusion commitments and in accordance with local laws. Where diversity monitoring is conducted with your consent, it may be withdrawn at any time. This information helps us understand our Employee demographics better, target initiatives to Employees more effectively, and send a strong and positive signal that diversity and inclusion are important to FT. Depending on the country of your Employment, the information we may collect could include but is not limited to: age, gender, gender identity, sexual orientation, social mobility/socioeconomic status, disability status, military status, and ethnicity. This information will only be used by FT to analyze Employee and workforce diversity in connection with our commitment to diversity and inclusion. We will not use it to make decisions about your Employment relationship with us.

Employee Representative Bodies

In some countries, Employees may establish a representative body such as a works council, delegation, or similar representative body, in accordance with local laws and requirements. In certain circumstances and where required under local law, FT may share Employee information with Employee representative bodies.

Data Retention and Protection

We keep your personal information for as long as necessary in connection with the purposes identified within this notice, and for a reasonable period thereafter, in accordance with local retention periods and laws.

In certain circumstances, data may need to be retained for a longer period of time, for example, where we are in ongoing correspondence or there is a continuing claim or investigation with an Employee.

Web logs are kept for 60 days for security reasons.

We have implemented reasonable administrative, technical, and organizational security measures such as physical, electronic, and procedural safeguards based on our [Corporate Information Security Policy](#), which is designed to secure your personal information. For example, access to your personal information is limited to authorized Employees, and Employees are required to follow specific procedures with respect to maintaining the confidentiality of your personal information.

Information We Share

By submitting your application, you consent to the potential transfer of your personal information as described below. Your consent is considered given upon submission of your application, along with any supporting documents.

Your personal information may be transferred to and stored outside the country where you are an Employee, within our group of companies and/or service providers. Please refer to Third Parties and Other Recipients for the categories of third-party recipients with whom we may share your personal information. Countries where FT has offices include: Argentina, Australia, Bahamas, Canada, China, Cayman Islands, Dubai International Financial Centre (DIFC), countries within the European Economic Area, Hong Kong, India, Israel, Japan, Korea, Malaysia, Singapore, South Africa, Switzerland, Turkey, United Arab Emirates, United Kingdom, and the United States. Some of these countries may not have the equivalent level of data protection laws as those in your location. If we need to transfer personal information internationally, we will take reasonable steps to make sure that it is protected and safeguarded in accordance with FT's privacy policies, including through contracts with service providers. In addition to sharing the information with other FT group companies and third parties, we may disclose or transfer your personal information to a prospective or actual purchaser or transferee, in the event that a Franklin Templeton company or its assets is/are merged or sold or a sale or transfer is intended.

Your Privacy Rights

Depending on your local laws, you may have the following rights, under certain circumstances, in relation to your personal information:

- Ask whether FT has personal information about you and for what purpose and if it is disclosed to third parties;
- Access your personal information including copies of that information;
- Rectify inaccurate/incomplete personal information about you;
- Request deletion of your personal information;
- Raise a complaint to a supervisory authority;
- Request a restriction or objection in certain circumstances.

If you wish to exercise a right, download and submit our Privacy Rights Request form, available at:

US version: [US Privacy Rights Request form](#)

All others: [International Privacy Rights Request form](#)

The information will be provided free of charge, except where local laws allow for charges.

2. HOW TO CONTACT US

Contact us at one of the following addresses to exercise a privacy right, ask a question, share a concern, or make a complaint regarding this notice and/or our privacy practices:

Local Office:

Franklin Templeton Asset Management FE LLC
Toshkent city, Yakkasaroy district, Bobur street, 58a

DataProtectionOfficer@frankltempleton.com

FAO: Data Protection Officer

Franklin Templeton International Services S.à r.l.
8A, rue Albert Borschette
L-1246 Luxembourg
Grand Duchy of Luxembourg

Alternatively, you can also contact the applicable Franklin Templeton Fund or Management Company. Franklin Templeton Funds and their Management Companies act as joint controllers unless local jurisdiction states differently. For a full list of FT companies (controllers), visit: [www.frankltempletonglobal.com/privacy/fund-entities](#)

3. THIRD PARTIES AND OTHER RECIPIENTS

The following categories of third parties may process or have access to your personal information as a result of your Employment relationship with us:

- **Account Processing System suppliers** – provide services or maintain systems processing account information (candidate applications), such as suppliers systems supporting FT's Website.
- **Benefits, Pension and Insurance Providers** - provide services or benefits on FT's behalf, for Employees, pursuant to the Employment contract.
- **Business Contact database administrators** - provide services or maintain business contact databases, and systems processing business contact information, such as suppliers systems supporting FT's Website(s).
- **Cloud-based solution providers** – provision of services such as Translations services and Training solutions.
- **Courts/Police, Regulators & Tax Authorities**- Competent third-party authorities (government bodies) where requested, required by law, or where we consider it necessary, information may be shared.
- **Document Archive, Storage and Destruction Suppliers** – offsite document archive and storage services.
- **Employee Representative Bodies** - A group of Employees elected to represent the workforce to senior management or the applicable FT board in a particular country, in accordance with local laws.
- **Events Management Providers** - provide services to plan, organise and facilitate events.
- **IT Systems Suppliers** - provide technical services specifically for IT systems.

- **Payroll Providers** - provide services for set up and payment of Employees.
- **Print Services Suppliers** - provide technical services specifically for print services.
- **Professional advisors, i.e. auditors and lawyers** - Third parties who provide professional and/or legal services to Franklin Templeton group companies
- **Recruitment Providers** - provide recruitment services.
- **Security** – provide services to monitor FT's physical premises.
- **Social Media Providers** – support FT web pages, such as Twitter and LinkedIn.