

HARMAN CAREER SITE

TERMS OF USE AND PRIVACY STATEMENT

Effective as of 19 April 2013

“**Harman**” refers to one or more of Harman International Industries, Incorporated, a Delaware corporation (“**Harman International**”), and its affiliates and subsidiaries (each a “**Harman entity**”). Each Harman entity is responsible for handling candidate personal information in accordance with these Terms of Use and Privacy Statement (“**Terms of Use**”).

Please review these Terms of Use carefully regarding the collection, use and transfer of your personal information to a Harman entity. By using this site, you are consenting to such collection, use and transfer of your personal information in or to the United States, including such other countries that may have weaker data privacy laws than in your country. Under no circumstances shall Harman process your data for purposes other than as described in these Terms of Use.

Scope

Harman is a global organization with its corporate headquarters at 400 Atlantic Street, 15th Floor, Stamford, Connecticut the United States of America.

These Terms of Use provide a standard for every Harman entity with respect to its protection of applicants’ personal information globally. Certain local laws may require stricter standards. Therefore, Harman will handle this data in accordance with applicable laws and regulations at the place where the data is processed. Where applicable local law provides a lower level of protection of such personal information than established by these Terms of Use, then the requirements of these Terms of Use apply.

Collection and Use of Personal Information

The Harman Career Site (including the Harman internal recruitment management system and employment on-boarding system) collects personal information that you as a candidate voluntarily submit or personal information that you voluntarily submit to a Harman employee for recruitment processing purposes, and which is then entered into the Harman Career Site on your behalf. The Harman Career Site also collects personal information that recruiters, referrers, on-boarding professionals or agencies provide regarding candidates.

Collection and Use of Personal Information Received from Candidates

- Harman will collect your personal information, such as name, address, employment history, salary history, etc., through the Harman Career Site, which is hosted by Jobs2Web with secure servers located in Chicago, Illinois, and Dallas, Texas, United States of America and Jobs2Web’s affiliate, SuccessFactors, with secure servers located in Amsterdam, The Netherlands.
- You are responsible for ensuring that the information submitted to the Harman Career Site is accurate and up-to-date. The falsification of any information, falsification of other documents that you may provide, and/or the giving of incomplete information may result in the withdrawal of any employment offer and/or immediate termination of your employment now or in the future.
- To the extent appropriate and in accordance with applicable local law, Harman may seek additional data and/or verify your information by contacting your references, referrer and other third parties.

- Harman may use your personal information to contact you during your candidacy for employment, to send you announcements, or to request additional information as required.
- Your information may also be used for general statistical analysis and reporting purposes, including visitor activity and demographic reports. This data will be made anonymous.
- The Harman Career Site does not seek sensitive information (e.g. data relating to gender, race or ethnic origin, political opinions, religious beliefs, trade union membership, criminal record, physical or mental health, or sexual orientation) except where this is required by the laws of the country in which the position you are applying for is located. However, to the extent any information of a sensitive nature is submitted with your application, you agree that such information may be used in accordance with applicable law and these Terms of Use.
- Harman will not share personal information with third parties except as provided herein, as necessary to carry out its business, or as required by law or other legal processes, and we will never sell your personal information.
- Harman may share information with service providers who process data on behalf of Harman or provide other services for the conduct of Harman's business, such as companies providing employment verification services.
- Information submitted to the Harman Career Site may be accessed and used by Harman entities world-wide for normal business activities and only in connection with recruitment and employment related purposes or administrative purposes. As a result, personal information may be transferred to any place in the world where Harman entities do business, including jurisdictions that do not ensure protection of personal information equivalent to that available in your jurisdiction.
- Should you be hired by a Harman entity, your information may be used by Harman in connection with normal business activities and in connection with the employer-employee relationship.

Collection and Use of Personal Information Provided by Recruiters, Referrers, On-Boarding Professionals and Agencies

- Any information you provide about yourself or any candidate may be used in accordance with these Terms of Use, including as described above.
- Your use of the Harman Career Site obligates you and the Harman entity for whom you work to comply with these Terms of Use.
- In your role as a recruiter, referrer, mobility professional or agency, you must ensure that you have obtained the candidates' explicit consent to submit information on their behalf (including, without limitation, to the use and international transfer of such information as described above).
- If you provide any sensitive candidate information to the Harman Career Site, the recruitment database, or for mobility related purposes, you must ensure that you have obtained the candidate's explicit consent to the collection and use of such sensitive information, including signed consent as may be required under the local relevant data privacy law.

- You will be responsible for ensuring that the information you provide is accurate and up-to-date.
- You must provide the Harman Career Site with the candidate's up-to-date e-mail address.
- You must ensure that your use and disclosure of candidate information maintained by the Harman Career Site, the recruitment database, employee on-boarding systems or related applications is in compliance with the above, and that you comply with all relevant legal requirements.

E-Verify

US Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Harman participates in E-Verify. [Click here \(http://www.uscis.gov/files/nativedocuments/PrtcpPstr-SWA-ENG-NoPhotoTool-v8.pdf\)](http://www.uscis.gov/files/nativedocuments/PrtcpPstr-SWA-ENG-NoPhotoTool-v8.pdf) for more information.

Access, Update, Correct or Delete Your Personal Information

Where appropriate, and as required by applicable law, you may review or update your information at any time by accessing your profile on the Harman Career Site. To request the deletion of your information, please contact dataprivacy@harman.com.

You may also opt out of future email communications from Harman by contacting dataprivacy@harman.com.

Use and Retention of Information

Information which you provide as an indication of your interest in Harman employment opportunities will be used only for recruitment purposes, to the extent necessary as part of our recruitment processes. Please note that, if you submit an expression of interest in employment in the United States, we must comply with U. S. Government regulations to maintain your information. To do so, we will maintain your application and information concerning your expression of interest for an indefinite period of time; with regard to non-US applicants, the personal data shall be archived for the duration necessary to conduct the recruitment process and/or evaluation. By submitting your resume and other expression of interest in a position in the U.S., you agree to allow Harman to maintain your information.

Third Parties

Harman uses the services of a third party company, SuccessFactors, and its affiliate Jobs2Web, to facilitate the capturing, storage, and potential transmission of, applicant or candidate data for all job openings worldwide. SuccessFactors is contractually obliged to ensure the privacy, confidentiality and security of your data. SuccessFactors carries the EU Safe Harbor Privacy Seal and the **TRUSTe certification**. Furthermore, Jobs2Web, an affiliate of SuccessFactors, processes personally identifiable information in accordance with its Privacy Policy.

Harman does not sell, rent, trade or exchange in any other manner applicant or candidate personal information to third parties.

Cookies

Some Harman web pages may contain “cookies,” which send and store data on your web browser. This allows our server to recognize you and better serve you when you visit our web sites in the future. Most web browsers can be configured to not accept cookies, or to notify you if a cookie has been sent to you.

Changes to These Terms of Use

Harman reserves the right to modify these Terms of Use and related business practices at any time and without prior notice by posting updated text on this site with an updated effective date at the top of this page. Such modifications to these Terms of Use may be due to new features and functionality to our websites or amended Harman policies or the evolvement of applicable laws. Your use of one of Harman’s websites following any such change constitutes your consent to the terms of the revised Terms of Use. For this reason, it is important for you to review these Terms of Use regularly.

Information Security

Harman has implemented reasonable technical and organizational measures for the purpose of protecting candidates’ personal information against accidental or unlawful destruction or accidental loss, alteration, unauthorized disclosure or access and against any other unlawful forms of processing. However, these measures are not absolute. In addition, the transmission of data over the Internet by its nature entails the use of systems under the control of third parties, and as a result Harman cannot ensure the security of such systems.

Inquires and Complaints

Please direct any questions, request for removal of personal information, and comments or complaints you may have about these Terms of Use to dataprivacy@harman.com.

No Contract or Offer

Nothing contained in these Terms of Use creates or is intended to create a contract or agreement between any Harman entity and visitors visiting the Harman Career Site or providing identifying information of any kind. Nothing on the Harman Career Site shall constitute an offer of employment.

Disclaimer; Limitation of Liability

THE HARMAN CAREER SITE IS PROVIDED “AS IS,” WITHOUT REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED. WITHOUT LIMITING THE FOREGOING, NO HARMAN ENTITY REPRESENTS OR WARRANTS THAT THE HARMAN CAREER SITE WILL BE ERROR-FREE, WILL OPERATE IN AN UNINTERRUPTED FASHION, OR WILL MEET ANY PARTICULAR CRITERIA OF PERFORMANCE OR QUALITY, AND EACH HARMAN ENTITY DISCLAIMS ALL IMPLIED REPRESENTATIONS AND WARRANTIES, INCLUDING, WITHOUT LIMITATION, TITLE, FITNESS FOR A PARTICULAR PURPOSE, NONINFRINGEMENT, COMPATIBILITY, SECURITY, AND ACCURACY.

PLEASE NOTE THAT SOME JURISDICTIONS MAY NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES, SO SOME OF THE ABOVE EXCLUSIONS MAY NOT APPLY TO YOU. CHECK YOUR LOCAL LAWS FOR ANY RESTRICTIONS OR LIMITATIONS REGARDING THE EXCLUSION OF IMPLIED WARRANTIES.

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About Harman

HARMAN (www.harman.com) designs, manufactures and markets a wide range of audio and infotainment solutions for the automotive, consumer and professional markets – supported by 15 leading brands including AKG®, Harman Kardon®, Infinity®, JBL®, Lexicon® and Mark Levinson®. Harman is admired by audiophiles across multiple generations and supports leading professional entertainers and the venues where they perform. Harman’s shares are traded on the New York Stock Exchange under the symbol NYSE: HAR.

Equal Opportunity

Harman seeks to recruit and maintain individuals having the necessary skills, knowledge, and experience essential for the function the applicant is applying for and therefore enforces a thorough and fair recruitment process.

When you submit an expression of interest in employment with Harman for a position in the United States, you will be prompted to voluntarily disclose certain information that the United States government requests Harman to collect, including race, ethnicity, age, veteran status and gender information. Such information will not be used to make interviewing or employment decisions, and it will be maintained separately from your resume and expression of interest in employment. The voluntary disclosure form is the only proper means for you to disclose race, ethnicity, and gender information. If you choose not to submit such voluntary disclosure form, this will not influence the recruitment process.

Your resume and your expression of interest for a United States position must not include information that explicitly identifies your age, race, color, ethnicity, gender, disability status, or other status protected by laws in the United States. Do not submit a photograph of yourself.

Assistance for Disabled Applicants

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to use or access Harman Career site as a result of your disability. You can request reasonable accommodations by sending an e-mail to harmancareers@harman.com.

Note:

- This option is available only to those needing an accommodation related to a disability.
- Information related to existing profiles or applications will not be provided via this phone number.
- In order to express interest, you must have the information related to the specific position you are interested in (requisition number, job title, location, etc.).