

Your Privacy

This website will allow you to apply for employment with TransCanada PipeLines Limited or any of its related and affiliated companies ("TransCanada"). This statement is to notify you of the practices that will govern the processing of personal information you provide on the Talent Management System (the "System") and to obtain your consent for the use of this personal information consistent with this notice.

TransCanada collects your personal information in the System when you register for the purposes of employment. The purpose of this collection is to identify, track and recruit employment candidates and to provide statistical information to monitor trends in the labour market. You do not need to provide any personal information to view career opportunities. You may update, revise or delete your personal information at any time on the System. However, an inaccurate candidate profile may exclude you from consideration for job opportunities.

If you are an external applicant your profile will remain with TransCanada indefinitely, as long as you update it or apply for jobs within a year's time period. An idle profile (one that you do not access or update) will be deleted after one year of inactivity. If you have applied to an opportunity, your profile will remain with that particular recruitment file for two years.

Privacy Statement

TransCanada is committed to protecting the confidential personal information of job applicants, employees, and contract workers, a commitment that is reinforced by our [Protection of Personal Information Policy](#) (73 KB, PDF). We endeavor to ensure the data you submit remains confidential and is used only for the purposes outlined in the privacy statement. Prior to submitting any personal information you will need to confirm acceptance of our privacy statement.

This privacy statement sets out the information gathering and dissemination practices for the System. By using the System, you are consenting to this privacy statement and the collection, use and disclosure of your personal information by TransCanada as outlined herein. If this privacy statement is not acceptable to you, please do not submit any of your personal information. We may update this privacy statement from time to time and you will be notified when and if any changes are made to the privacy statement. Your continued use of the site or submission of information thereafter will be deemed your conclusive acceptance of the updated privacy statement.

Collecting, Using and Disclosing Information:

This privacy statement describes our practices, regarding the collection, use and disclosure of the information that we collect about you in the System such as your name, address, phone number, e-mail address, as well as information regarding your job preferences, current and prior employment history, education, language proficiencies, licenses and certificates, skills, references, resume, transcripts and any other pertinent information you choose to provide. We will limit the information we collect to what we need for the purposes for which it was collected. If we wish to use your information for any other purpose, we will obtain your consent before using the information.

Notwithstanding the above, TransCanada may disclose the personal information we collect from you without your consent under the following circumstances: (i) when required or permitted by government agencies for statistical reporting or when otherwise required or permitted by law, (ii) when required by law in response to subpoenas or the issuance of a warrant or court order (iii) for research and reference purposes, (iv) for purposes relevant to

TransCanada's corporate policies, (v) in cases of emergency, and (vi) to the Human Rights Commission. For further certainty, your personal information is safeguarded by the applicable federal and provincial privacy legislation.

Storing of Information and Restricting Access:

We may store your information in electronic databases or e-mail boxes hosted by us or our service providers, for periods of time and with safeguards that we believe are reasonable depending on the nature and sensitivity of the information. Access to the information is restricted to a select group of individuals, in accordance with our security protocols, and storage of the information is governed by our agreements with the service providers. **PLEASE NOTE THAT THE SYSTEM IS A CLOUD BASED SOLUTION AND THE DATA COLLECTED RESIDES ON A DATA CENTRE IN ASHBURN, VIRGINIA, THE UNITED STATES OF AMERICA.** Should you have any questions or concerns please contact privacy_officer@transcanada.com.

Automatic Collection of Information:

In some cases, we may collect information about you that is not personally-identifiable. Examples of this type of information include your Internet protocol (IP) address.

Cookies:

The System use a technology called "cookies". Cookies are capable of storing many types of data to help provide additional functionality. In all cases in which cookies are used, we will not collect personally identifiable information except with your permission. With most Internet browsers, you can erase cookies from your computer hard drive, block all cookies, or receive a warning before a cookie is stored. Please refer to your browser instructions or help screen to learn more about these functions.

Releasing Information:

From time to time TransCanada may use third party vendors to process personal information on its behalf, including for information storage, payment processing, human resource administration and similar purposes. In those cases, your data may be made available to these third parties solely for the purpose of assisting TransCanada in the development or maintenance of an employment relationship with you. In all cases where third parties may be able to access your information we will continue to protect it through confidentiality arrangements and not allow your data to be removed from TransCanada's control.

We only share your personal information with others in the ways explained in this statement. We do not sell or trade this information to other organizations or companies.

Respecting and Responding to Your Privacy Concerns:

You have the right to review your personal information and if it is incorrect, have it corrected. To do this please contact the Talent Management System Administrator at careers@transcanada.com If you have any questions or inquiries with respect to our privacy policies or procedures, please send a written request to: Privacy Officer, TransCanada, 450 1st Street S.W., Calgary, Alberta, Canada T2P 5H1; or via email to privacy_officer@transcanada.com. We will investigate and respond to your concerns about any aspect of our handling your information.

ARCO RIGHTS (for Mexico only)

In addition, the processing of personal data is the result necessary, adequate and relevant in relation to the purposes provided for this privacy notice, as well as the different purposes that are compatible or similar, all of which is prescribed by the Federal Law of Protection of Personal Data in The Possession of Individuals.

You also may at any time exercise the rights of access, rectification, cancellation and/or opposition (ARCO rights) to:

- i. Choose to limit the use or disclosure of your personal data; or
- ii. Revoke your consent to handle your personal information, on the understanding that any processing of personal data shall be subject to the consent of its owner, subject to the exceptions provided for by the Federal law of protection of personal data in the possession of private individuals.

BY USING THE SYSTEM, YOU ACKNOWLEDGE THAT YOU HAVE READ THIS PRIVACY STATEMENT, UNDERSTAND IT AND AGREE TO ALL OF THE TERMS AND CONDITIONS IN THIS PRIVACY STATEMENT.