

Exion Asia Pte Ltd Applicant Privacy Statement

1. Who is responsible for processing my data?

This is the privacy statement of Exion Asia Pte Ltd, specifically for the applicants who apply job on www.exionasia.com websites (henceforth referred to as "our websites") or other platforms.

Exion Asia Pte Ltd (henceforth "EA") is located at 8 Pioneer Walk, Singapore 627635. We are affiliated with Pon Holdings B.V. and are part of the Pon group. EA is responsible for processing your personal data, as described in this privacy statement. Handling your information with care is important to us.

2. When is this privacy statement applicable?

This privacy statement is applicable to all data collected and processed by EA when you visit one of our websites or send in your application with your resume.

3. What data does EA collect and process when I submit an application?

When you apply for a job with us, we collect your personal data from you so we can assess whether you could join our team. We process the following information:

- Your name, address, email address and other contact information.
- Date of birth, gender, nationality and marital status.
- Résumé and letter of application, information about your educational background, internships, work experience and additional data that you provide us with, such as your hobbies and family situation.
- Photos and videos that you submit with your application.
- Results from tests and assessments that are shared with EA after your approval.
- In the event that you start working for us, data needed to extend a salary proposal to you is entered into our HR systems, such as salary calculation, identification document, (International) Bank Account Number and information about your partner/children pertaining to the insurance, medical reimbursement, emergency contacts and other relevant matters which need such information retirement plan.
- How far you got in the application process and reasons for either hiring or rejecting you.

4. Why do we collect your data?

We collect and process your personal data on the basis of the principles laid out in applicable data protection regulation. We do this for the following purposes:

- Processing your application and personally communicating with you about it (*legal basis: legitimate interest*).
- Possibly concluding a work contract with you (*legal basis: agreement with you*).
- Conducting and sharing statistical analyses to improve our application process (*legal basis: legitimate interest*).
- Compliance with our legal responsibilities (*legal basis: legal obligation*).
- Meeting our agreements with businesses that we collaborate with for recruitment purposes (*legal basis: legitimate interest*).

5. How long does EA store my data?

The data referred to in question 3 is stored during your application process and for as long as reasonably necessary and permitted by law. This allows us to contact you concerning another suitable job opening. If you prefer to opt out of this, you can inform us after the application process is completed and we will remove your data.

6. Will my data be sold to or shared with other businesses?

We do not sell your data to other businesses for commercial purposes. When necessary, businesses that assist us in finding new team members are given access to data to conduct activities on EA's behalf. Pon requires these businesses to take adequate measures in processing and protecting your personal data. We have data processing agreements with these businesses to ensure this.

7. Does EA use cookies?

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Yes, we use cookies for our websites. Cookies are small (temporary) files placed in your browser by a website, whether on your computer, cell phone or tablet. These cookies allow you to visit our website without filling in the same information each time. Cookies make it possible for you to see the job openings that are most interesting for you. They also allow us to keep track of things like how often our websites are visited and which job openings are popular.

8. Is this privacy statement subject to change?

This privacy statement may change, such as when required by new developments or new regulations. The most current privacy statement can always be found on our websites. We always state the date on which the latest version on the website was published. If you check this regularly, taking note of that date, you will always be aware of possible changes.

9. How is my data protected?

EA will take appropriate technical and organizational security measures against the loss or unlawful processing of your personal data. These may include the use of secure registration forms, data encryption and restricting access to your personal data. You can rest assured that EA will take appropriate protection measures regarding confidentiality and access to your data.

10. What are my rights?

If you would like to request to review, correct, update, suppress, restrict or delete personal data, object to the processing of personal data, or if you would like to request to receive an electronic copy of your personal data for purposes of transmitting it to another company (to the extent these rights are provided to you by applicable law), you may contact us via privacy@pon.com or 8 Pioneer Walk, Singapore 627635. We will respond to your request consistent with applicable law.

Alternatively, you have the right to lodge a complaint with a data protection authority for your country or region or where an alleged infringement of applicable data protection law occurs.

11. Where can I go for questions about EA's privacy statement?

Would you like to know more or is something not completely clear? Please contact us at privacy@pon.com. We will be happy to assist you. We have a Data Protection officer, who is also available via that email address.

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