



## JOB RECRUITMENT PRIVACY STATEMENT

Last updated: August 25, 2023

Regional Logistics Centre Limited is committed to ensuring data protection and privacy of any information gathered during the recruitment process. We take responsibility regarding the protection of personal information very seriously. The information we collect will be handled sensitively and securely with proper regards for privacy. Regional Logistics Centre Limited values your privacy and will only use the personal information that we collect about you, from you or your referees, to assess your application.

This information will be used and shared to our selected agents who assist with the Regional Logistics Centre Limited recruitment process and employees involved in assessing your application or in support roles, to conduct Background Verification which includes personal data, financial information as well as character and reference check or any other disclosures made during the recruitment process.

If you do not provide all the information requested during the application process, we may be unable to process your application or properly consider it. This Recruitment Privacy Statement together with our Privacy Policy applies to information we collect about you in connection with your job application. To proceed, you will be required to read and confirm you have read and understood this Recruitment Privacy Statement and the Privacy Policy.

Please see our Privacy Policy for further information on our privacy practices and on how you may access or correct your personal information, or how you may make enquiries or complaints.

If your application is successful, this personal information will be placed on your personal file and may be used by Regional Logistics Centre Limited in relation to your employment in accordance

with this Recruitment Privacy Statement, the Privacy Policy and any internal HR policies which will be notified to you at the time of your employment.

If your application is unsuccessful, we may wish to consider you for other opportunities within the organization and will keep your details on file. If no update occurs within twelve months, we may remove you from our database.

By submitting your job application, you consent to the use and processing of your personal data relating to your job application and the Regional Logistics Centre Limited Privacy Statement for employees before proceeding with the application.