

Hi, Your privacy is important to Talent Insider.xyz. Please read this Privacy Notice carefully as it forms part of the Terms of Use which govern the use of the Talent Insider.xyz Services and the Talent Insider.xyz Websites.

This Privacy Notice explains:-

1. The type of personal information about you which is processed by Talent Insider.xyz when you use the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites;
2. How Talent Insider.xyz processes the personal information about you when you use the Talent Insider.xyz Services and the Talent Insider.xyz Websites;
3. The purposes for which Talent Insider.xyz collects and processes your personal information;
4. Your right to access and correct your personal information;
5. The class of third parties to which Talent Insider.xyz may disclose your personal information to;
6. Whether it is obligatory or voluntarily for you to supply the personal information and the consequences of failing to provide your personal information when it is obligatory; and
7. How Talent Insider.xyz safeguards the confidentiality and security of your personal information.

Any changes will be notified to you via the e-mail address provided by you on registration or via a suitable announcement on the Talent Insider.xyz Websites. If we make any material changes we will notify you by email (sent to the e-mail address specified in your account) or by means of a notice on this Site prior to the change becoming effective. The changes will apply to the use of the Talent Insider.xyz Services and the Talent Insider.xyz Websites after Talent Insider.xyz have given you notice. If you do not wish to accept the new Terms you should not continue to use the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites. If you continue to use the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites after the date on which the changes comes into effect, your use of the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites indicates your agreement to be bound by the new Terms.

In this Privacy Notice:-

“**Talent Insider.xyz**”, “**Talent Insider.xyz Services**”, “**Talent Insider.xyz Websites**”, “**You**”, “**Advertisers**” and “**Employers**” shall have the same meaning as defined in the Terms of Use.

“**Talent Insider.xyz Profile**” means the profile created by users of the Talent Insider.xyz Websites that may include personal information, resume, credentials, certifications and photo.

“**personal information**” is data that can be used to identify an individual.

“**processing**” includes but is not limited to collecting, holding, storing, recording, organizing, adapting, using, disclosing, correcting and destructing.

“**SIVA Account**” means the access given to the Employers or Advertisers or Authorized Personnel to the Recruitment Management System of Talent Insider.xyz.

#### 1. **COLLECTION OF PERSONAL INFORMATION**

We may collect, use and/or process information that you have provided to us in the following circumstances:

1. When you register for the Talent Insider.xyz Services

1. Each time when you register with Talent Insider.xyz for any of the Talent Insider.xyz Services, you will be asked to provide certain personal information about yourself in order to create a MyTalent Insider.xyz account.
  2. The personal information collected during the registration process includes but is not limited to your email address, name, nationality, identity card number, passport number, country of residence.
  3. Whenever the personal information requested by Talent Insider.xyz is marked as “Required Field”, you must provide and agree to the processing of this personal information by Talent Insider.xyz. It is not mandatory for you to provide your personal information to us. However, if you do not agree to provide this personal information and/or not agree to us processing it in the manner set out in this Privacy Notice, then Talent Insider.xyz will be unable to provide the relevant services to you and your application for such services will be rejected.
  4. Some Advertisers and/or Employers may also require you to answer a list of questions selected by that Advertiser and/or Employer as part of your online application. By answering the Application questions you acknowledge that Talent Insider.xyz will provide your answers to that Advertiser and/or Employer and may use your answers to populate your Talent Insider.xyz Profile and enable Advertisers and/or Employers to surface that information when using Talent Search. Talent Insider.xyz may also use your answers to improve our products, including through improving our search and matching capabilities.
2. From your use of the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites
    1. We collect personal information directly from you when you choose to engage any of the Talent Insider.xyz Services and/or to use the Talent Insider.xyz Websites. The following are examples of personal information Talent Insider.xyz may collect directly from you:-
      1. Age;
      2. Date of birth;
      3. Telephone number or mobile number;
      4. Your image;
      5. Academic qualifications;
      6. Identification documents given by the school/college/university/institute;
      7. Resume;
      8. Personal interests and preferences;
      9. Working experience;
      10. Credit card or debit card details;
      11. Other information associated with a resume for job applications

#### **Advertisers**

Talent Insider.xyz collects the company name, business address and billing address of Advertisers. It also collects the name, email address and phone number of a primary contact (also referred to on the Site as the ‘administrator’). Advertisers can choose to add additional

users to their account, in which case Talent Insider.xyz will collect the name and email address of those other users. Advertisers can change the company name, billing address, or any other details by contacting the designated Account Manager. Talent Insider.xyz uses these details to manage your account, including sending Advertisers applications of Candidates, contacting Advertisers if there is an issue with their job ad and organizing payment and invoicing of the account.

2. If you choose to add referees to your Talent Insider.xyz Profile, Talent Insider.xyz will ask you for their names, telephone numbers, emails, position titles and other relevant particulars. This information will be enclosed as part of your job application and employers may contact them to get references for your applications.
  3. If you choose to use Talent Insider.xyz Services to tell a friend about its services or Talent Insider.xyz Websites, Talent Insider.xyz will ask for your friend's name and e-mail address. An e-mail inviting your friend to use the Talent Insider.xyz Services or to visit the Talent Insider.xyz Websites will be sent to him/her automatically.
  4. If you wish to stop Talent Insider.xyz from processing this type of personal information about you, Talent Insider.xyz will no longer be able to provide the relevant services to you.
  5. In addition, Talent Insider.xyz may ask your permission to post your testimonial or success story. If you agree to post your material on Talent Insider.xyz Websites, you should be aware that any personal information you submit can be read, collected, or used by other users of the Talent Insider.xyz Websites and could be used to send you unsolicited messages. If you wish to update or delete your testimonial, you can contact us
3. When you visit the Talent Insider.xyz Websites
1. When you visit any Talent Insider.xyz Websites our web servers automatically collect information about your visit to these websites, including your Internet Protocol (IP) address, the time, date and duration of your visit. Your IP address is a unique identifier for your computer or other access device.
  2. Talent Insider.xyz may track your visits to any Talent Insider.xyz Websites by placing a "cookie" on your computer or other access device when you enter. Cookies are small text files that are placed on your computer or other access device by websites that you visit. They are widely used in order to make websites work, or work more effectively, as well as to provide information to the owners of the websites.
  3. Cookies allow Talent Insider.xyz to save preferences for you so that you will not have to re-enter them the next time you visit. Cookies also help Talent Insider.xyz collect anonymous click stream data for tracking user trends and patterns. Talent Insider.xyz may use the anonymous click stream data to help the Advertiser to deliver better-targeted advertisements.
  4. You can remove cookies by following directions provided in your internet browser's "help" file. You should understand that areas of certain websites will not function properly if you set your internet browser to not accept cookies.
  5. Talent Insider.xyz also uses clear gifs in its HTML-based emails in order to find out which emails have been opened by the recipients. This allows Talent Insider.xyz to gauge the effectiveness of certain communications and the effectiveness of its marketing campaigns.

6. Our partners and service providers use cookies to collect information about the usage of Talent Insider.xyz Websites. The use of cookies by our partners and service providers is not covered by our privacy policy. We do not have access or control over these cookies.

## 2. PURPOSES OF COLLECTING AND USE OF PERSONAL INFORMATION

1. The purposes for which Talent Insider.xyz processes your personal information are as follows:-
  1. To verify your identity;
  2. To assess and/or verify your employability and credit worthiness;
  3. To provide the Talent Insider.xyz Services which you have requested (including using artificial intelligence (“AI”) and data analytics in relation to personal information in order to improve Talent Insider.xyz’s ability to provide these services);
  4. To administer and manage the Talent Insider.xyz Services provided to you;
  5. To contact you in respect of Talent Insider.xyz Services;
  6. To facilitate the provision to you of tailored educational offerings and improve your career prospects by supplying your information to our strategic partners;
  7. To improve placement opportunities for you or for tailoring specific services to you;
  8. To verify your academic and professional qualification by contacting the school/college/university/institute/ professional qualifying bodies;
  9. To contact the referee and/or the guarantor whom details have been provided by you;
  10. To process your order for the Talent Insider.xyz Services which you have requested;
  11. To investigate and resolve any of the Talent Insider.xyz Services, billing queries, complaints or other enquiries that you submit to Talent Insider.xyz regarding Talent Insider.xyz Services;
  12. To manage staff training and quality assurance;
  13. To monitor and improve the performance of the Talent Insider.xyz Websites and the Talent Insider.xyz Services;
  14. To maintain and develop the Talent Insider.xyz Websites and Talent Insider.xyz Services;
  15. To gain an understanding of your information and communication needs in order for Talent Insider.xyz to enhance and customize the Talent Insider.xyz Services;
  16. To conduct research and development and statistical analysis in connection with the Talent Insider.xyz Services to identify trends and develop new services that reflect your interests;
  17. To assist Talent Insider.xyz in understanding your browsing preferences on the Talent Insider.xyz Websites so that Talent Insider.xyz can tailor content accordingly;
  18. To detect and prevent fraudulent activity.
2. You may not be possible to limit the processing of your personal information for the purposes set out in Clause 2.1 above. Whilst the provision of your personal information to us is voluntary, if you do not consent to Talent Insider.xyz processing your personal information for the said purposes, you must

terminate your relevant agreement with Talent Insider.xyz for the Talent Insider.xyz Services and stop using the Talent Insider.xyz Websites.

3. In addition, Talent Insider.xyz may use your personal information for the following purposes:-
  1. To promote and market to you:
    1. Other Talent Insider.xyz Services; or
    2. Services of third parties which Talent Insider.xyz thinks may be of interest of you;
  2. To send you seasonal greeting messages and/or message informing you of a critical performance error in the Talent Insider.xyz Websites and/or the Talent Insider.xyz Services.
  3. To send you tips, advice and survey information to maximize your career development including but not limited to using the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites.
4. Talent Insider.xyz will ask for your consent before processing your personal information other than those set out in Clauses 2.1 and 2.3.

### **3. TALENT INSIDER.xyz PROFILE**

1. Talent Insider.xyz gives you the option of putting your Talent Insider.xyz Profile in the Talent Insider.xyz Resume Database provided that you use Talent Insider.xyz's preset format for uploading your information. There are two ways of doing so:-
  1. You can store your Talent Insider.xyz Profile in the Talent Insider.xyz Resume Database, but not allow it to be searchable by potential Employers or Advertisers or SiVA Account Holders. Not allowing your Talent Insider.xyz Profile to be searchable means that you can use it to apply for a job online, but Employers or Advertisers or SiVA Account Holders will not have access to search it through the Talent Insider.xyz Resume Database.
  2. You can allow your Talent Insider.xyz Profile to be searchable by Employers or Advertisers or SiVA Account Holders. When you opt to make your Talent Insider.xyz Profile searchable, your full profile, resume and personal information will be visible to Employers or Advertisers or SiVA Account Holder who download your Talent Insider.xyz Profile from Talent Insider.xyz Resume Database.
2. Talent Insider.xyz uses its best effort to restrict access to the Talent Insider.xyz Resume Database only to those who have subscribed to the Talent Insider.xyz Services, these parties may retain a copy of your Talent Insider.xyz Profile in their own files or databases.
3. Talent Insider.xyz will take reasonable steps to ensure that parties other than those mentioned above will not, without Talent Insider.xyz's consent, gain access to the Talent Insider.xyz Resume Database. However, Talent Insider.xyz is not responsible for the retention, use or privacy of Talent Insider.xyz Profile by any third parties.
4. Notwithstanding Clause 3.1, Talent Insider.xyz reserves the right to have full access to your Talent Insider.xyz Profile for the purpose set out in Clause 2.1 to perform Talent Insider.xyz Services.

### **4. CHOICE AND ACCESS OF PERSONAL INFORMATION**

1. You may have different privacy concerns. Talent Insider.xyz's goal is to be clear of what information it collects, so that you can make meaningful choices about how it is used. For example:-

1. You can control who you share your personal information with;
  2. You can review and control your subscription to various marketing preferences, Talent Insider.xyz Services;
  3. You may view, edit or delete your personal information and preferences at any time.
  4. You may choose not to receive any marketing materials from Talent Insider.xyz;
  5. You may also subscribe to additional Talent Insider.xyz Services by logging into a MyTalent Insider.xyz account;
2. You can delete your MyTalent Insider.xyz account at any time in which event Talent Insider.xyz will remove all access to your account, resume and Talent Insider.xyz Profile in the database. The deletion of your MyTalent Insider.xyz account does not affect Talent Insider.xyz Profile that you had already sent to Employers or were previously downloaded by Employers, Advertisers or SiVA Account Holders.

#### **5. RETENTION OF PERSONAL INFORMATION**

1. Talent Insider.xyz will retain your personal information for the period necessary to fulfill the purposes set out in Clause 2 above and any legal or business purposes.

#### **6. SECURITY OF PERSONAL INFORMATION**

1. Talent Insider.xyz is committed to keeping personal information secure. Talent Insider.xyz has appropriate technical, administrative and physical procedures in place to protect personal information from loss, theft and misuse, as well as against unauthorized access, disclosure, alteration and destruction. Sensitive information (such as a credit card number) entered on our payment gateway services are encrypted during the transmission of that information using secure socket layer technology (SSL).
2. 6.2 No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, we cannot guarantee its absolute security. If you have any questions about security on our Web site, you can contact us.

#### **7. TO WHOM PERSONAL INFORMATION IS DISCLOSED**

1. Personal information mentioned in Clause 1 above may be disclosed to the classes of third parties as follows in order for Talent Insider.xyz to effectively manage its business including to render the Talent Insider.xyz Services to you to achieve the purposes described in Clause 2:-
  1. The Advertisers;
  2. The Employers;
  3. Third parties contracted by Talent Insider.xyz to assist Talent Insider.xyz in delivering all or part of the Talent Insider.xyz Services to you, including without limitation, to the following:-
    1. Payment gateway services for optional services;
    2. Profiling/assessment services;
    3. Online advertising services;
    4. Mapping services;

5. Maintenance and repair services; and
6. Market research and website usage analysis services.
4. Strategic partners that work with Talent Insider.xyz to provide the Talent Insider.xyz Services or that help market and promote Talent Insider.xyz Services and/or Talent Insider.xyz Websites;
5. Strategic partners that provide ancillary services such as education offerings for the purposes of improving your career prospects and/or professional qualifications.
6. The school/college/university/institute you studied at and your referees so as to verify your academic qualification;
7. Professional qualifying bodies where you obtained your accreditation;
8. Where you log in to a Talent Insider.xyz Website using Facebook Connect – your Facebook friends who have also logged in in to our site using Facebook Connect;
9. Regulatory bodies, governmental bodies or other authorities if required or authorized to do so to discharge any regulatory function, under any law or in relation to any order or judgment of a court;
10. Regulatory bodies, governmental bodies or other authorities for the purpose of detection or prevention of crime, illegal/unlawful activities or fraud or for the apprehension or prosecution of offenders, or for an investigation relating to any of these;
11. Any party involved in or related to a legal proceeding (or prospective legal proceeding), for purposes of the legal proceedings;
12. Talent Insider.xyz's professional advisors on a need to know basis for the purpose of those advisors providing advice to Talent Insider.xyz;
13. Other third party service providers, including but not limited to data analytics service providers, data storage and cloud service providers and/or any service providers that assist us in carrying out our business activities;
14. Any third party which acquires all or part of the assets or business of Talent Insider.xyz (including accounts and trade receivables) for the purpose of that third party continuing to provide all or that part of the Talent Insider.xyz Services which it acquired; and
15. Otherwise permitted under any data protection legislation.
2. Other than set out above, you will receive notice when personal information about you might go to third parties, and you will have an opportunity to choose not to share the information.
3. Talent Insider.xyz does not sell or rent any personal information collected to any other parties.

#### **8. YOUR OBLIGATIONS REGARDING YOUR PERSONAL INFORMATION**

1. You are responsible for providing accurate, not misleading, complete and up-to-date information to Talent Insider.xyz about yourself and any other person whose personal information you provide us and for updating this personal information as and when it becomes inaccurate, misleading, incomplete and out-of-date by contacting Talent Insider.xyz

2. In the circumstances you may need to provide to Talent Insider.xyz personal information about someone other than yourself (for example, your referee or guarantor). If so, we rely on you to inform these individual that you are providing their personal information to Talent Insider.xyz, to make sure they consent to you giving us their information and to advise them about where they can find a copy of this Privacy Notice

#### **9. TRANSFER OF YOUR PERSONAL INFORMATION OUTSIDE OF YOUR LOCAL JURISDICTION**

1. It may be necessary for Talent Insider.xyz to transfer your personal information outside of your local jurisdiction if any of Talent Insider.xyz's service providers or strategic partners ("overseas entities") is involved in providing part of the Talent Insider.xyz Services, including but not limited to cloud service providers.

#### **10. LINKED SITES**

1. Talent Insider.xyz Websites that may contain links to third party sites.
2. Talent Insider.xyz is not responsible for such third party sites. Any personal information made available by you on such sites will not have the benefit of this Privacy Notice and will be subject to the relevant third party's privacy policy (if any).
3. You can login to our site using sign-in services such as Facebook Connect. This service will authenticate your identity and provide you the option to share certain personal information with us such as your name and email address to pre-populate our sign-up form. Services like Facebook Connect give you the option to post information about your activities on this website to your profile page to share with others within your network.
4. Where you use Facebook Connect to log in to our site you consent to Talent Insider.xyz displaying your name, employer, job title and Facebook profile picture to your Facebook friends who have also logged in to Talent Insider.xyz using Facebook Connect. You can unlink your Facebook and Talent Insider.xyz accounts at any time.
5. Our website includes Social Media Features, such as the Facebook button and widgets, or interactive mini-programs that run on our site. These features may collect you IP address, which page that you are visiting on our site, and may set a cookies to enable the Feature to function properly. Social Media Features and widgets are either hosted by third party or hosted directly on our site. your interactions with these Features are governed by the privacy policy of the company providing it.

#### **11. YOUR CONSENT**

1. In using the Talent Insider.xyz Services and/or the Talent Insider.xyz Websites, you consent to the collections and use of the personal information by Talent Insider.xyz in the ways described hereinabove (which may change from time to time) unless and until you inform Talent Insider.xyz to the contrary [here](#).
2. Further, you consent to your referees, the school/college/university/institute where you have studied, the professional qualifying bodies where you received your accreditation and Employers to disclose your personal information to Talent Insider.xyz.

#### **12. CONTACT INFORMATION**

1. If you still have questions about this Privacy Notice on the Talent Insider.xyz Websites. Talent Insider.xyz requests your name, phone number, email address and comments so that Talent Insider.xyz



may respond to your concerns effectively and works to improve the Talent Insider.xyz Services and/or Talent Insider.xyz Websites.

2. You have rights to request access and/or to correct your personal information and/or limit the processing thereof at any time hereafter in line with applicable law and/or any applicable data protection law. We must point out that, in limiting the Processing as requested, the same consequences described in Clause 2.2 above could apply. You are also requested to correct and/or amend your personal information to the extent you realize it is incorrect. With respect to all of the above, you may:
  1. Check whether we hold or use your personal information and request access to such data;
  2. Request that we correct any of your personal information that is inaccurate, incomplete or out-of-date; and
  3. Withdraw, in full or in part, your consent given previously, in each case subject to any applicable legal restrictions, contractual conditions and a reasonable time period as well as the consequences as mentioned above.
  4. You may also contact Talent Insider's.xyz'