

PERSONAL DATA PROTECTION ACT 2010 NOTICE For Job Applicants

Please be informed that this personal Data Protection Act 2010 Notice ("Notice") forms an integral part of your job application to REDtone Group of companies, its subsidiaries, or any REDtone owned business (hereafter "Company" or "REDtone").

REDtone respects your privacy and is committed to protecting your personal information in accordance with Personal Data Protection Act 2010 (including any and all amendments and modifications thereto).

The purpose of this notice is to bring to your attention the practices and policies of REDtone relating to the collection, processing, retention and disclosure of personal information relating to job applications.

"Personal information" in this case refers to personal information provided by the job applicant and/or authorised third parties relating directly or indirectly to an identified or identifiable job applicant.

ACCEPTANCE AND CONSENT PERTAINING TO PERSONAL INFORMATION

Please read the Notice carefully and indicate your acceptance of REDtone's collection, use, processing, disclosure and retention of your Personal Information.

By submitting a job application to REDtone, you hereby expressly consent to company to process your Personal Information for the following purposes:

- evaluating your suitability for the position(s) applied for;
- assess your capabilities and qualifications for the position(s) applied for;
- conduct reference and/or background checks;
- conduct criminal record and credit check for higher level positions and critical positions that have access to confidential information;
- general administrative and record keeping purposes;
- risk management and security purposes;
- comply with any applicable law or regulation;
- for such other purposes as may be required by law.

PROVISION OF PERSONAL INFORMATION

In making a job application to REDtone, you may be asked to provide employment related information to the company, including but not limited to name, contact information, nationality, gender, marital status, CV, resume, cover letter, educational institutions attended and grades obtained, employment preferences, willingness to relocate, current salary, desired salary, awards and professional memberships, available start date, emergency contact information, information relating to references, etc.

Unless otherwise stated in the application form, all information requested is obligatory. If you provide us with details of a reference or any other third party as part of your application and/or CV/resume, it is your responsibility to obtain consent from that third party prior to passing their personal information to REDtone.

DISCLOSURE BY REDtone

REDtone may disclose your Personal Information to:

- selected service providers or consultants appointed by REDtone; and other members within the REDtone Group of Companies.
- Other members within REDtone Group of Companies

Where REDtone discloses your Personal Information to third parties, REDtone will ensure that those third parties are bound to abide by REDtone's, or equivalent, personal practices and policies relating to the collection, use, processing and retention of your Personal Information,

MISCELLANEOUS

Should you:

- wish to limit the processing of certain aspects of your and/or another person's personal information;
- wish to exercise your right to seek access to and/or to correct your Personal Information retained by the company;
- have any questions or issues regarding your personal information or have any complaints regarding the unauthorised use, disclosure or transmission of your Personal Information,

please feel free to write in to our Head of Human Resource and Development. However, please be advised that in certain limited circumstances, your rights may be restricted pursuant to the Personal Data Protection Act 2010.

The company reserves the right to amend the Notice at any time, subject to its discretion, in order to address future developments of the company and/or changes in privacy laws of Malaysia.

I, _____ (I/C No: _____) have read and fully understood the content of Personal Data Protection Act 2010 Notice. I hereby agree and accept the practices and policies of REDtone relating to the collection, processing, use, retention and disclosure of personal information relating to job applications.

Signature

Date