

DATA PROTECTION AND PRIVACY STATEMENT

The Standard Chartered Group, i.e. Standard Chartered PLC., its subsidiaries and affiliates ('the Group'), respects the privacy of the information provided by you, or any other person, to the Group. This Statement explains how your information will be used and protected. It applies to information held about you now, or at any future date.

The Group must maintain information about you in connection with your employment. The information that may be held includes, but is not limited to: your C.V; application form; references; appraisal and disciplinary records; salary, pension and benefits details; results of medical, security and financial checks; sickness records; personal contact details; bank account and tax details; and any other information relevant to the following purposes. If we are unable to hold such information about you, we may not be able to perform some or all of the purposes detailed below.

The Group may use your information for the following purposes:

- To appraise your job performance and make decisions about your promotion, training, transfer, redeployment or career development;
- To determine, calculate and review your salary, bonuses and any other staff benefits including pension entitlements;
- To process payment of your salary, other authorised expenses or benefits to your account or by any other means;
- To take appropriate action in event of emergencies;
- To comply with any statutory requests received from relevant public authorities / agencies;
- For any purpose required by law or regulation;
- For disciplinary purposes arising from your conduct or your ability to perform your job requirements;
- To provide references / reports to potential employers, financial institutions, legal representatives, and other appropriate bodies;
- To plan succession and talent management initiatives;
- To monitor compliance with regulatory requirements and the Group's internal policy requirements;
- To enable the Group to make decisions and / or policies concerning its employees generally;
- To enable auditors to conduct regular reviews of the Group's business and operations;
- To support any business, technical, administrative or security function required by the Group's operations, including, but not limited to: communication and processing systems; accident / sickness insurance; security of staff, systems and premises (CCTV; card entry systems; IT security systems); telephone recording; contingency planning; systems development and testing; monitoring internet and telephone usage; business and financial, monitoring planning and decision making.

The Group may disclose your details to verify or obtain additional information about you from third parties including education institutions, present and past employers and credit reference agencies. Credit reference agencies keep details of searches. You can contact us to find out which agencies have been used.

For the purposes stated above, your information will be disclosed to authorised staff within the Group including Human Resources staff, your line and business managers, and their delegates. Other than those listed below, your information will not be disclosed to any external body unless you have consented or the Group is under a legal obligation or entitlement or other duty to do so:

- Any agent, contractor or third party service supplier providing administrative, technical, legal and other services to the Group (such as telecommunications, computer development and support, data processing, recruitment, general insurance, pensions, accident and medical insurance, security services);
- Any other person under a duty of confidentiality to the Group including, but not limited to, our external auditors and lawyers;
- Any customer or other business contact of the Group where necessary for the Group's business activities;
- Any lawyers / solicitors in connection with legal proceedings, to obtain legal advice, or to support the Group's legal rights;
- In the case of the merger or acquisition of all or any part of the Group's business, any actual or proposed purchaser, merger partner or subscriber for the Group's shares, or their legal and financial representatives.

As an international organisation the Group manages its people resources on a global basis. Therefore your details will be available to authorised personnel in any country in which the Group operates. This may involve the transfer of your information to parts of the Group, its agents or third party service suppliers, located in countries that do not offer the same level of data protection as your home country. However, the Group will ensure that parties to whom your details are transferred agree to protect your information and store and process it in a secure manner. Such protection is established in Group policies, procedures and contractual arrangements with Group agents / service suppliers.

Your information may be held manually or electronically (eg. on local and global processing systems and databases; communication, payment, CCTV, card access and other systems), but will always be held securely. It will be retained by the Group for as long as there is a business need to hold the information or as required by legal, regulatory or accounting requirements or to protect the Group's interests.

The Group will comply with data protection legislation / privacy laws and have regard to codes of practice that apply to your information. It will ensure that your rights are upheld. If your information is subject to national laws that are more stringent than the terms of this Statement, the relevant national laws will apply. Under the laws of some territories (including the United Kingdom and Hong Kong), you may have the right to access information that the Group holds about you and to have it corrected where appropriate. These rights may extend to your information if it is transferred into such territories via the Group's global HR system or by any other means. Standard Chartered Global Business Services Pvt. Ltd. is the 'data controller' for any information processed in the UK. If you wish to access your information, determine your rights, or have any other questions concerning this Statement, please contact your country or regional HR Department.

☒ * I, Kathiravan Nagalingam

do hereby affirm the contents of this declaration to be acceptable to me and whatever affirmed by me is true and correct to the best of my knowledge faith and understanding.

