



International Authorization Form

In connection with my application with HCL America Inc ("Company"),

I, SARAVANAN PADMANABHAN hereby authorize InformData, its affiliates and its third-party agents ("InformData") to collect and process certain Personal Data about me to conduct research into my background and criminal record history.

Privacy Practices

InformData processes Personal Data as specified herein for the legitimate purpose of fulfilling InformData's contractual obligations to its client who desires to determine the suitability of the undersigned for the purpose of offering employment, or other purposes permitted by the United States of America's Fair Credit Reporting Act ("FCRA"), or other applicable law.

InformData is a data Furnisher as defined within the FCRA, of domestic and international information for processing Background Screening for employment or other purposes permitted under the FCRA or other applicable law.

Categories of Data to be collected

The following types of Personal Data may be collected when conducting a background screening. Some of this data may be considered sensitive Personal Data. The type of information collected will depend on the specific type of search required by the Company.

- Identification information
- National Identification numbers
- Address information
- Right to work / work permit information
- Education history and qualifications
- Employment history
- Personal and Professional References
- Professional qualifications and registrations with professional bodies
- Publicly sourced information (e.g. media information)
- Criminal history
- Financial Information such as credit history, bankruptcy or financial judgements
- Appearance on global sanctions or terrorist watch lists
- Driving Record Information

In addition to the information described above, additional information may be required per each individual jurisdiction source, this may include, but not limited to, special authorization forms required by a government agency, academic documents such as diplomas and transcripts, application forms, etc. These requirements will be communicated further by the Company.

Purpose for Processing of Data

t: 800.610.8413 | e: vr@informdata.com | w: www.informdata.com



InformData will process Personal Data for the purpose of providing background screening services to include, but not limited to, the retrieving of criminal records, educational records, employment history, credit/financial reports, motor vehicle/driving records, civil records, reference checks, sex offender status information, professional licenses verifications, watch lists, sanctions, and global identity verifications. This information may be maintained by both public and private organizations, law enforcement agencies, educational institutions (including public and private schools/universities), foreign and domestic corporations, employers, information service bureaus, record/data repositories, courts, and police stations. These sources may be located within or outside the European Union and other countries.

In order to provide our services, InformData utilizes in some cases, third party agents, both domestically and internationally, to perform tasks on behalf of and under the instruction of InformData. Personal Data, including EU and Swiss Personal Data, obtained about an individual may be disclosed from InformData's clients to third parties (such as agents, representatives, vendors, and/or subcontractors) for the purpose of performing functions related to the limited and specified purpose for which the data was collected. InformData's agents, vendors, and/or subcontractors are contractually obligated to use, protect, and maintain the same levels of confidentiality and protection of Personal Data consistent with InformData standards.

International Onward Transfer

InformData may transfer your Personal Data to other countries outside of your residence country, including the United States of America ("U.S."), by those means determined by the relevant jurisdiction to be appropriate, in order to perform a background screening that you authorized. In addition, your Personal Data may be processed and stored in other countries where InformData researchers and providers are located. Your Personal Data may be subject to U.S. or other laws for disclosure and may be accessible to foreign law enforcement, national security agencies, or courts. Note that the laws regarding Personal Data in some of the jurisdictions involved may be different or less stringent than the laws of the country in which you reside. Please be aware that InformData may be required to disclose an individual's Personal Data in response to a lawful request by public authorities, including to meet national security or law enforcement requirements.

InformData utilizes a variety of methods to transfer Personal Data across country borders including consent and contractual methods. InformData maintains appropriate contracts in place with service providers who may view and access your Personal Data. In the case of EU and Swiss Personal Data, InformData abides by the [EU-U.S. and the Swiss-U.S. Privacy Shield Frameworks](#) ("Privacy Shield") developed by the U.S. Department of Commerce.

Data Security

InformData takes the security of your Personal Data very seriously. InformData has taken appropriate steps to ensure the security of private information from loss, misuse, unauthorized access, disclosure, alteration, and destruction. Existing protections include the screening of employees handling the data, physical and electronic protective measures, as well as work procedures actively designed to safeguard the



information. We gather and utilize Personal Data in capacities that are directly relevant to the purposes stated above. Internal audit procedures are in place to ensure that Personal Data gathered and provided is accurate, complete, and current.

Data Access

You have the right to access your Personal Data to dispute, review, correct, amend, or delete inaccurate information, to whom it has been disclosed, or to withdraw consent for its collection, use and disclosure. For additional information please reach out to your contact at the Company.

Data Retention

Your Personal Data will be kept by InformData for as long as needed to conduct the background screening; or for legal, regulatory, or contractual requirements we may have to meet. This is to allow for audits and for the resolution of any disputes and complaints.

Opt-Out Option

Providing your information is strictly voluntarily. Choosing not to provide your information will result in InformData inability to conduct your background screening check. For further information on the impact of not providing the required information to InformData, please reach out to your contact at the Company.

<input type="checkbox"/> I choose not to provide my Personal Data.	<i>Check the box and return the form to the Company.</i> <i>Do not provide any information</i>
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Acknowledgement and Authorization

I understand and authorize this research to include, but is not limited to, retrieving criminal records, educational records, employment history, credit/financial reports, motor vehicle/driving records, civil records, reference checks, sex offender status information, professional licenses verifications, and Id verifications including those records maintained by both public and private organizations law enforcement agencies, educational institutions (including public and private schools/universities), foreign and domestic corporations, employers, information service bureaus, record/data repositories, courts and police stations, within or outside the European Union and other countries to release such information. I agree that this Authorization form in original, facsimile, photocopy, or electronic (including electronically signed) formats, will be valid for **InformData** or any third-party agent of **InformData** to conduct any research, order any reports or produce any reports that may be requested by, or on behalf of, Company.

