

## **PERSONAL DATA PROTECTION CONSENT FORM**

Capgemini Singapore Pte Ltd. ("Company")

Dear Associate:

In the course of your employment or other relationship with the Capgemini entity referenced above ("Company"), the Company collects, uses, stores, transfers and otherwise processes ("Process") certain personally Identifiable information about you ("Personal Data"). This Personal Data Includes: (1) personal information, such as your name, contact information (including home address, phone number, and email address); date and place of birth; gender; nationality; language of communication; education and other background; and details of any relevant disabilities; and (2) Information relating to your job, such as position/title and location on; government or tax identification number; contact information (including work address, phone number(s), fax number, and email address); supervisor and reporting lines; employment status; assignment information (including organization, people group, job, grade, location, and employment category); job performance and related evaluative information; details of any applicable disciplinary action or Company investigation; salary, bonus, compensation and work expense information payroll details; assignment information (including organization, people group, job, grade, location, and employment category); job performance and related evaluative information; details of any applicable disciplinary action or Company investigation; salary bonus, compensation and work expense information payroll details; bank account details; health and safety information related to your job role; benefits information; information about your spouse, children and others (such as other dependents) provided by you; nationality/immigration information (such as passport numbers, visa and work permit information); information provided to Capgemini during the hiring process (such as educational and employment history, etc); and information about any changes to the above Personal Data.

### **Purposes**

The Company Processes Personal Data in order to: (1) meet the Company's legal obligations, such as in relation to work permits (as may be necessary); the payment of payroll, income, foreign or other taxes; complying with health and safety obligations; providing a working environment free from unlawful discrimination and complying with other employment protection legislation; and complying with immigration requirements; (2) improve and maintain effective employee administration, and otherwise comply with its contractual obligations, including personnel administration, allocating work and administration of employee benefits, such as salary, bonuses, pensions health benefits, and leave entitlements; (3) facilitate expense tracking and budgeting (4) track assignments and determine qualifications for specific assignments; (5) facilitate employee performance reviews and misted salary reviews; (6) enable the Company to plan and monitor training requirements; (7) monitor compliance with Company policies and codes of practice; (8) maintain and improve security systems; (9) maintain an internal global personnel directory, including your name and work contact information; and (10) exercise the Company's rights and fulfill your rights, if applicable, as an employee under local employment laws.

### **Access and Review**

From time to time, the Company may ask you to review and update your Personal Data. You may access and update your Personal Data more frequently if you wish, and in some instances you may have rights under applicable law to access such data. The Company shall provide a written explanation if, in accordance with applicable law, such as request is ever denied.

### **Transfer**

As the Company is part of a larger group of companies operating internationally, the Company may transfer Personal Data for the purposes described above to its own operations, or to other subsidiary or affiliated companies, located in the United States, India, and other jurisdictions, where data protection laws may not provide an equivalent level of protection as the laws in your jurisdictions. Personal Data regarding payroll matters may be disclosed to a

service provider located in your jurisdiction who is responsible for service provider in the United States, from where the plan is administered. Likewise, the company may also transfer Personal Data to: (1) legal and regulatory authorities (Including tax and employment authorities); (2) vendors and other relocation companies; (3) tax advisors, auditors, and other outside professional advisers; and (4) other parties that provide products or services to the Company, such as IT system suppliers, medical practitioners and private health companies. Personal Data in internal personnel directories may be accessed by personnel of the Company and subsidiary or affiliated companies as well as by authorized third parties. Personal Data may also be disclosed and transferred to respond to law enforcement requests or where required by applicable laws, court orders, or government regulations, as well as in connection with corporate restructuring, sale or assignment of assets, merger, divestiture, or other changes of control or financial status of the Company or its subsidiary or affiliated companies. These recipients may be located in the United States, Europe, India and elsewhere, including jurisdictions that might not provide an equivalent level of protection as those in your local jurisdiction.

### **Data Security**

The Company takes reasonable technical and organizational security measures to protect Personal Data against loss, misuses and unauthorized access, disclosure, alteration and destruction. Your Personal Data as set out in this notice. By signing this Consent Form, you confirm that you have obtained such consent and, with respect to any individuals not legally competent to give consent, you consent on their behalf (and you confirm that you have the authority to do so).

### **Contact Information**

If, at any time, you wish to withdraw this consent, request access to, copies of, or amend your Personal Data, or ask any questions related to this Consent Form or the Company's privacy policies and practices, you should notify the Company by contacting your Capgemini manager or Global Associate Partners representative.

### **Acknowledgement and Consent**

Please note that you are not required to sign this Consent Form as a condition of your employment. However, your failure to do so may interfere with our ability to (1) determine your eligibility to obtain benefits (2) consider you for certain job assignments.

By signing below, I acknowledge that I have read and understood the above Information and hereby offer my freely given, explicit and unambiguous consent to:

- **Process my Personal Data (including any health data or other sensitive Personal Data) as described above; and**
- **Transfer my Personal Data as described above, including to those jurisdictions where data protection laws may not provide an equivalent level of protection as the laws in my jurisdiction.**

**To the extent that I have provided (or will provide) Personal Data to the Company about my family and/or other dependents, I also confirm by signing below that I have obtained their consent to the Processing (Including transfer) of that Personal Data in accordance with this Consent Form and, with respect to any Individuals not legally competent to give consent, I consent on their behalf (and I confirm that I have the authority to do so).**

SHIVA KUMAR YB  
Name of Associate

Y. BSL  
Signature of Associate

04-09-2018  
Date