

Data Protection Authorization for New Hires

Congratulations on your recent internship or employment with Intel. As part of our new hire paperwork, we request that you read the following authorization and check the appropriate box below.

Some of the information you are submitting to Intel may be considered personal information and governed by data protection laws. Intel is committed to complying with applicable data protection laws. As a result, we hereby obtain your authorization to collect, use, store and transfer your personal information to our global employee database currently located in California, U.S.A. For some specific applications, such as email services, Intel utilizes cloud computing technology. Intel will not sell or rent your personal information to third parties without your explicit consent. We do use third party vendors to provide services on behalf of Intel (for a complete list of those vendors and the services they provide, please contact Intel HR). These vendors have met our requirements for data protection compliance. Your personal information will be controlled with access limited to those Intel employees or vendors contracted by Intel who have a business need to access your personal information. Access rights may include human resources personnel, your managers and their designees, IT, and limited number third party service providers responsible for administering your benefits. Access to your personal information will include the following purposes:

- 1) Management of the internship or employment relationship – demographic information such as home address, telephone number, email address, or legally required information such as social security number, national identification number or its equivalent, and country of citizenship, birth date and gender;
- 2) Training and career development – information pertaining to education, skills, certifications, training requirements, training history, course completed/needed, performance evaluations/reviews;
- 3) Program participation - information needed for enrolment and/or administration of special programs offered by Intel such as benefits, training programs, succession planning, and any other program you specifically join;
- 4) Management of IT and Facilities Services to include office, telephone, email, and computer equipment, services and access rights;
- 5) Payroll processing - using information such as your salary, bank account details, total deductions, allowances, etc.;
- 6) Intel to know where you work, your work hours, and how you spend your work time - using information such as work location, job title, supervisor, cost center time/absence records etc.;
- 7) Support for your technical resource needs, including support of your computer and communications hardware and software, through Intel's Technical Assistance Center.
- 8) Participation in core HR processes - using information such as performance rating, merit increase, job grade, competencies, development plan, general pay awards, training programs, stock, etc.;
- 9) Participation in Corporate programs such as bonus or commission plans wherever appropriate, allowances and awards, stock programs, etc.;
- 10) Inclusion of your work contact details in the worldwide telephone directory and email directory in order to facilitate internal communications and foster global teamwork;
- 11) Enablement of you and your family to participate easily in the various benefit programs - using information such as family members to be covered by insurance, beneficiaries, etc.;
- 12) Fulfillment of government reporting requirements - using information such as tax information and other statutory information;
- 13) Fulfillment of corporate and statutory audits conducted by our third party auditors;
- 14) Generation of internal reports for headcounts, budgets, workforce planning, training, etc.;
- 15) Management of the relocation process – using demographic and legally required information, including basic information on your family members relocating with you;
- 16) Participation in Intel's Community website to keep informed of marketing opportunities, newsletters, events, special programs, and the ability to communicate with other Intel community members;
- 17) Inclusion in specific bench marketing and survey activities related to employee productivity and efficiency in order to increase Intel performance as a company; or
- 18) For the purpose of Open Door investigations should Intel have "probable cause" to search your email and laptop due to suspected violations of company policies, including Intel guidelines such as the Electronic Communications Guidelines, and/or criminal or illegal activities.

Intel may also review and disclose your personal information in order to protect Intel and its employees and assets, including to: (1) safeguard the legal rights, privacy, and safety of Intel or its employees, partners, or contractors; (2) protect the safety and security of visitors to Intel's web sites or other properties; (3) investigate and protect against violations of Intel's policies, fraud, or other illegal activity or for risk management purposes; (4) respond to inquiries or requests from law enforcement and other public authorities/government agents; (5) permit Intel to pursue available legal remedies or limit the damages that we may sustain; (6) enforce our Terms of Service; or (7) comply with the law or legal process, including data loss prevention laws.

Individuals with access rights to your personal information, including third party vendors (as applicable), have been educated on data privacy laws and the use of personal information, and have signed Confidential Non-Disclosure Agreements holding them accountable for compliance. Locally, the HR Manager has responsibility for ensuring the protection of all personal information. On a corporate level, the Global Privacy Office has overall responsibility for data protection compliance.

For a copy of Intel's data privacy principles and/or privacy policies or if you have any privacy-related questions please refer to www.intel.com/privacy.

Please select one of the boxes below:

☒ *I hereby grant my authorization to Intel for the purposes stated above*

☐ *I do not grant my authorization to Intel for the purposes stated above. I understand I must contact my Intel recruiter immediately.*



Signature

SYAMSUL MOHD JAFRI
Print Name

09/04/2018
Date