

PRIVACY POLICY

Please read these Privacy Policy carefully before you start using our application, because these rules apply to your use of our application.

Effective From: 26 April 2024

1. General requirements

Protection of Personal Data is the most important thing for Talentvis Singapore Pte Ltd ("We", "Us", "Our", "Ours" or "Talentvis Promotion Staffing Solutions").

- a. We are committed to protecting and respecting user privacy ("you", "yours" or "user") when accessing and using applications, websites www.hireplace.com and other websites that we manage, features, technology, content and products that we provide (hereinafter collectively referred to as the "Application").
- b. This Privacy Policy sets out the basic principles of how we collect, store, use, process, control, transfer, disclose and protect your Personal Data as defined below. This Privacy Policy applies to all Application users, unless regulated separately.
- c. If you are under 18 (eighteen) years of age, please always notify and discuss this Privacy Policy with your parent or guardian as relevant.
- d. By visiting, using services, or registering an Account on Our Application, you and/or your parents, guardians or guardians (as relevant) accept and agree to the approaches and methods described in this Privacy Policy.

2. Personal Data that We may Collect

We collect information that identifies or can be used to identify, contact, or locate the individual or device associated with that information ("Personal Data"). Personal Data includes but is not limited to the name, address, date of birth, telephone number, email address, telephone number, photos, videos of our Users and non-Application Users contained in the application or contacts on your mobile device, bank account and credit card details, gender, identification (including without limitation Passport, ID Card) or other identification issued officially by the government. In addition, for other information, such as personal profiles, and/or unique identifier numbers, which are associated or combined with Personal Data, such information is also considered Personal Data. The Personal Data that we collect can be provided by you directly or by third parties (for example: when you register or use the Application, when you contact our customer service, or vice versa when you provide Personal Data to us). We may collect information in various forms and purposes (including purposes permitted under applicable laws and regulations)

We may collect Personal Data in the form of:

- a. **Personal Data that you provide.** You can provide information via electronic forms on our Application or by correspondence via telephone, electronic mail, and so on. This information includes information that you provide including but not limited to when registering with our application, subscribing to our services, searching for products, participating in online discussions, webinars or other social media functions on our application, participating in competitions, promotions or surveys, interacting with us.

through external services or applications such as forms, Instagram, Zoom Meeting, Google Form or Youtube, when you report a problem through our application, and when you interact with us offline. We may ask you to verify the information you provide, to ensure the accuracy of that information.

If you register with our application by using and/or connecting your social media account such as Instagram, Tiktok, Twitter, Facebook or Google, and/or any other social media platform. We can access the Personal Data that you have provided to the social media provider according to the social media provider's policy and then we will manage and use the personal data. in accordance with this Privacy Policy.

b. Personal Data We collect. For each of your visits to Our Application, We may collect the following information automatically:

1. Technical information, including but not limited to the Internet Protocol (IP address) address used to connect your computer or device to the internet, your login information, the type and version of the browser used, the time zone setting, the type and version of the browser extension (browser plug-ins), operating systems and applications;
2. Information about your visits, including but not limited to a complete list of Uniform Resource Locators (URLs) visited to, through and from Our Application (including date and time); transaction data such as purchase and payment details; the product you viewed or searched for; interactions on the application include but are not limited to page response times, download problems, length of visits to certain pages, interaction information on pages (such as scrolling, clicks, or mouse movements), methods used to leave the site, and telephone numbers used to contact Our customer service;
3. Any other relevant information.

c. Information We receive from other sources. We may receive information if you use other sites that we operate or other services that we provide. We also cooperate with third parties (including but not limited to, for example, referral programs, business partners, sub-contractors in technical services, payment and delivery services, advertising networks, analysis providers, information retrieval providers, and credit reference agencies) ("Our Partners") and may receive information from them. We will take steps within reasonable limits to verify the information we get from other sources in accordance with the Applicable Regulations.

3. Use of Personal Data

We may use and/or process the Personal Data that we have received for the following purposes:

a. Personal Data belonging to Application users. We will use and/or process this information:

1. to identify and register you as an Application user, as well as to administer, verify, delete, or manage your Account on the Application;
2. to assist Service Providers in providing certain services on the Application that you want to use;

3. to verify the linking (linking) of your Talentvis Promotion Staffing Solutions account, in the event that you link your account between your Talentvis Promotion Staffing Solutions account and other applications or platforms;
4. to process and facilitate payments that you make for product purchase transactions or service subscriptions in the Application through payment channels available in the Application;
5. to carry out our obligations in providing information, products and services to you, including but not limited to information regarding application updates or services on applications;
6. to provide information regarding other products and services that we offer to provide you, or allow third parties to provide you, information about products and services that we think may interest you. If you are an old user, we may contact you by phone, text message, email or other ways with information about our products and services;
7. to notify you about changes to our products, services or services;
8. to ensure that content from Our Application is presented in the most effective way for You;
9. to manage and process all forms of points, prizes, loyalty points, or other similar things that you receive when using the Application;
10. to monitor and analyze user activity, behavior and demographic data including service provider habits and responsiveness to various services available on the Application; and
11. to maintain, develop, test, improve and personalize the Application to meet your needs and preferences as a User.

b. Service Provider's Personal Data. We will use this information:

1. to identify and register you as a Service Provider on the Application, as well as to administer, verify, delete, or manage your account on the Application;
2. to enable the provision of services by Service Providers to Application Users;
3. to process payments to Service Providers for providing services to Application users by Service Providers;
4. to manage and process bonuses that Service Providers may receive when providing services on the Application;
5. to process and respond to Application user suggestions for services that have been provided by Service Providers;
6. to carry out our obligations in providing information, products and services to Service Providers (including but not limited to information regarding application updates or services on applications);
7. to monitor and analyze user activity, behavior and demographic data including service provider habits and responsiveness to various services available on the Application;
8. to provide reports regarding the services that Service Providers provide through the Application;
9. to maintain, develop, test, improve and personalize the Application to meet your needs and preferences as a service provider; and
10. to monitor and analyze user activity, behavior and demographic data including the Service Provider's habits and responsiveness to the various services available on the Application.

c. Information We Collect. We will use this information:

1. to manage and develop our services, applications and internal operations, including troubleshooting, data analysis, testing, research, and other statistical and survey purposes;
2. to improve our Application so that it is certain that content can be presented in the most effective way for Users;
3. to allow Users to participate in our interactive service features, when Users want;
4. as part of efforts to ensure the safety and security of our Application;
5. to measure and understand the effectiveness of advertising that we do to Users and other parties, as well as present advertisements for products and services that are relevant to Application Users;
6. to provide input and recommendations to Users and other users in our Application regarding products and services that may interest you and them.

d. Information We receive from other sources. We may combine the information we receive from other sources with the information you provide and the information we collect. We may use this information or combined information for the purposes set out above (depending on the type of information we receive).

e. Information about third parties that you provide to us. You can provide us with Personal Data relating to other third-party individuals (including Personal Data relating to parents, family members, friends, or other individuals, both Users and non-Users of the Talentvis Promotion Staffing Solutions Application). You will of course need their prior approval to do so - please see the "Acknowledgment and Consent" section, below, for more information.

If you use social features in our application, you can share our users' phone numbers stored in the contact list application or address book on your device so that we can help make it easier for you to connect you with your friends or acquaintances who use these social features. We only use the data contained in your contact list or address book application for 1 (one) contact synchronization process, and we do not store it on our servers and/or databases.

f. Any purposes other than those mentioned above, which we will notify you of further when obtaining your approval at a later time.

4. Disclosure of Personal Data

We may disclose your relevant Personal Data such as name, photos, phone number, email and any other personal data, through our Application and/or social media accounts for the purpose of announcements, competition results and/or other activities organized by us.

- a. We may also share or disclose your Personal Data with members of our business group, which includes branches and subsidiaries, as well as the main parent company and its subsidiaries ("Affiliates"), in the context of, including but not limited to :
 1. carrying out support / provision of Applications by Affiliates,

2. implementation of our business activities by Affiliates, and
 3. processing of data by Affiliates. The use and processing of Personal Data received by Affiliates from Us is carried out in accordance with this Privacy Policy and the provisions of the applicable laws and regulations.
- b. We may share your Personal Data with third parties for the following purposes and to the extent permitted by applicable laws and regulations, including:
1. Business partners, agents, vendors and sub-contractors in carrying out contracts that we carry out with them or you in connection with providing applications or other uses related to your use of applications;
 2. Advertisers and ad networks that need data to select and offer relevant advertisements to you and other users. We do not disclose information about identifiable individuals, but We may provide them with aggregate information about Our users (e.g. information that 500 men under 30 years of age have accessed their advertising link on any given day). We may also provide aggregate information to help advertisers reach certain target audiences (for example, women in Central Jakarta). We may use the personal data that we collect to fulfill advertiser requests by displaying their advertisements to the target audience;
 3. Analytics and search engine providers that help us to improve and optimize our application;
 4. The Government, in the event that We are ordered, directed, requested, or allowed by an authorized government agency, for the purposes as stipulated in government policies and/or the provisions of the applicable laws and regulations;
 5. Law enforcement agencies (including but not limited to the police, prosecutors and judicial institutions), in the event that it is necessary for legal proceedings between us and you, or you and other third parties, whether in connection with your use of the application or not.
- c. We may disclose your Personal Data to third parties in the event of a corporate action that occurs at our company:
1. In situations where we sell or buy companies and/or assets, we may disclose data to prospective buyers or sellers of said companies or assets;
 2. If we or its parent company or the substantial assets related to it are obtained by a third party, then the Personal Data held about our customers will be one of the assets transferred;
 3. If We are under responsibility to disclose or share data to comply with legal obligations and other agreements; or protect the rights, property, or safety of us, our customers, and others. This includes exchanging information with other companies and organizations for the purposes of fraud protection and credit risk reduction.

In terms of sharing your Personal Data with third parties, we strive to ensure that third parties and our Affiliates maintain your Personal Data in accordance with applicable laws and regulations so that it remains safe from unauthorized access, collection, use, disclosure, processing or risks. similar and keep your Personal Data only as long as your Personal Data is needed to achieve the purposes stated in this section.

5. **Storage of Personal Data**

All personal information that you provide to us is stored in a secure network. All payment transactions on the Application will be encrypted. By submitting your Personal Data to the

Application, you consent to the transfer, storage and processing that occurs in our Application. We will take steps within reasonable limits necessary to ensure that the Personal Data is treated safely and in accordance with the Privacy Policy and Applicable Regulations.

To the extent permitted by the relevant laws and regulations, all Personal Data that you provide will be stored by us:

- a. as long as you are still a user of our application and
- b. when the retention period starts from the date on which you stop using our application and/ or since the request for deletion of your account and Personal Data; or
- c. according to the original purpose of collecting the Personal Data.

To the extent permitted by the relevant laws and regulations, your Personal Data may be stored or processed outside Singapore for one or more of the purposes stated in this Privacy Policy. We will always try to maintain the security of your Personal Data and will only transfer your Personal Data outside of Singapore in accordance with applicable laws and regulations.

6. Security of Your Personal Data

Confidentiality of Personal Data is a priority for Us and Our Affiliates.

We will always take appropriate legal, organizational and technical measures to ensure that your Personal Data is safe and protected. Any processing of your Personal Data will only be carried out in accordance with this Privacy Policy and applicable statutory provisions.

Please be aware that the transmission of information via the internet is not completely secure. Nonetheless, We will try our best to protect the Personal Data. We cannot guarantee the security of data sent to our application; the risk of any transmission is your responsibility. Once We receive Your Personal Data, We will use strict procedures and security features to prevent unauthorized access.

You are responsible for :

- a. maintaining the confidentiality of your account, including passwords and payment details, to anyone and
- b. maintaining and ensuring the security of your device used to access and use the Application.

In situations where we provide a One Time Password (OTP) (or you choose) a password that allows you to access certain parts of our Platform Application, you are responsible for maintaining the confidentiality of this password. We ask and encourage you not to share your password with anyone.

7. Your rights

You can request deletion of your Personal Data on the Application or withdraw your consent for any or all collection, use or disclosure of your Personal Data by giving us reasonable notice in writing via the contact details listed in this Privacy Policy.

Depending on the circumstances and nature of the application you requested, you must understand and acknowledge that after withdrawing the consent or request for deletion, you may no longer be able to use the Application. Withdrawal of your consent may result in termination of your Account or your contractual relationship with us, with all rights and obligations arising in full must be fulfilled. After receiving notification to withdraw consent for the collection, use or disclosure of your Personal Data, you can ask us to access and/or correct your Personal Data which is in our possession and control, by contacting us via the contact details provided below.

Our Application may, from time to time, contain links to and from websites belonging to partner networks, advertisers and other affiliates. If you follow a link to any of these sites, please note that these sites have their own Privacy Policies and that We are not responsible or liable for any of those policies. Please check these policies before you submit any information to these sites.

8. Cookies Policy

When you use the Application, we may place a number of cookies on your browser. Cookies are a small digital file containing letters and numbers that we store on your browser or device hard drive with your consent. Cookies contain information that is transferred to your device's hard disk.

Cookies may be used for the following purposes:

- a. activate certain functions,
- b. provide analysis,
- c. save your preferences; and
- d. enable the delivery of advertisements and behavioral advertising. Some of these cookies will only be used if you use certain features, or select certain preferences, while some other cookies will always be used.

We use cookies for the following reasons:

- a. Cookies required for the operation of our Application. This includes, for example, Cookies that allow You to enter a secure Area in Our Application, use a shopping cart, or use electronic billing services;
- b. Cookies allow us to recognize and count the number of visitors and see how visitors move around our application when they use it. This helps Us improve how Our Apps work, for example, by ensuring users find what they are looking for easily;
- c. Cookies used to recognize you when you returned to our application. This allows us to personalize our content for you, greet you by name, and remember your preferences (for example, your choice of language or region);
- d. Cookies record your visit to our application, the pages you have visited, as well as the links you have followed. We will use this information to make our application and the advertisements installed in it more relevant to your interests. We may also share this information with third parties for that purpose.

Please note that third parties (including, for example, advertising networks and external service providers such as web traffic analysis services) may also use these Cookies, over which We have no control. These cookies tend to make our Applications and the ads displayed in them more relevant to your interests, as well as improve the performance of our Applications.

You can delete Cookies by performing the clear data function on your mobile app or web browser which allows you to refuse all or part of the Cookies settings. However, you may not be able to access all or part of our Application.

9. Acknowledgment and Consent

You understand and agree that this Privacy Policy is an agreement in electronic form. Your action of checking the box that says "I agree to the Privacy Policy" or other ways that we may be able to apply when creating your account constitutes your active agreement to enter into an agreement with us, so that the application of the Privacy Policy is valid and legally binding and continues to be valid as long as your use of the Application.

By agreeing to the Privacy Policy, you and/or your parents, guardians or guardians (in the event that you are under 18 (eighteen) years old) acknowledge that you have read and understand this Privacy Policy and agree to all of its terms. In particular, you agree and give consent to us to collect, use, share, disclose, store, transfer and/or process your Personal Data in accordance with this Privacy Policy.

In the event that you provide Personal Data relating to other individuals (for example Personal Data relating to your spouse, family members, friends or other parties) to us, then you represent and guarantee that you have obtained the consent of the individual for, and with this agrees on behalf of the individual for, the collection, use, disclosure and processing of their Personal Data by Us.

10. Marketing Materials

We and our partners may send you and/or your parents, guardians or guardians direct marketing, advertisements, and promotional communications via push-notification applications, messages via applications, post, phone calls, short message services, email and/or messaging applications. others ("Marketing Materials") if You have agreed to subscribe to Our mailing list, and/or agreed to receive marketing and promotional materials from Us. You can choose not to receive marketing communications at any time by contacting us via the contact details listed in this Privacy Policy. Please note that if you choose to leave, we may still send you non-promotional messages, such as receipts or information about your account.

11. Anonymous Data

We can make, use, license or disclose Personal Data available on the Application, provided that:

- a. all identifying things have been deleted so that the data, either alone or in combination with other available data, cannot be connected with or associated with or cannot identify an individual, and

- b. similar data has been aggregated so that the original data forms part of a larger data set.

The techniques mentioned above also apply if you make :

- a. a request to delete your account and personal data,
- b. withdraw permission to use our services and applications, or
- c. when you stop using our application. We will destroy all of your Personal Data after 5 (five) years since you did one of the three possibilities, if the Personal Data is no longer needed for the services or purposes stated in this Privacy Policy, and if we no longer have legal or business purposes. to store your Personal Data.

12. Changes in Privacy Policy

Any changes that we make to our Privacy Policy in the future will be published through this page and, if needed and/or there are material changes, we will notify you via electronic mail. Please revisit this page from time to time to see any updates or changes to our Privacy Policy. If permitted by statutory provisions, continuous use of our services and applications or express approval will be considered as your approval and acceptance of the changes we make to this Privacy Policy.

13. How To Contact Us

If you have questions regarding this Privacy Policy or you wish to gain access and/or make corrections to your Personal Data, please contact us at corporate@talentvis.com.