

PERSONAL DATA PROTECTION ACT 2012 NOTIFICATION

ORIX Rentec (Singapore) Pte. Ltd. respects your privacy and recognises that your personal data is important to you. This Notification describes how we comply with our data protection obligations pursuant to the Singapore Personal Data Protection Act 2012 ("PDPA"). This Notification is issued pursuant to provisions under the PDPA and any reference to "**Personal Data**" herein shall have the same meaning as defined under the PDPA.

Your Personal Data provided by you which may include, but are not limited to, your name, national registration identification card number or passport, contact details, address, educational qualifications and academic achievements, employment history, etc. is collected and processed by us to verify, assess and determine your suitability for a position with us ("**Purpose**").

Your Personal Data may be disclosed or transferred to our holding company and / or to its subsidiaries or related companies, who may be located within or outside Singapore and to any third parties including educational institutions and current/previous employers to whom disclosure of such data is reasonably necessary for the Purpose.

If you provide us with any Personal Data relating to a third party (e.g. your dependent, spouse, children and/or parents), by submitting such information to us, you represent to us that you have obtained the consent of that third party to your providing us with their Personal Data for the Purpose.

We only collect and use Personal Data which are relevant. Failure on your part to provide your Personal Data may result in us not being able to process your Personal Data for the Purpose. We may retain unsuccessful applications for future job opportunities.

Your Personal Data provided to us are retained for as long as the Purpose for which the Personal Data was collected continues; your Personal Data is then destroyed unless its further retention is required by law.

Under the PDPA, you have the right to (a) request to access and correct your Personal Data kept and held by us and (b) withdraw your consent for us to continue to collect, use, disclose, transfer and/or process your Personal Data. If you wish to exercise any of these rights or make any inquiries or complaints in respect of your Personal Data, you may write to the **Manager, Finance & Administration, ORIX Rentec (Singapore) Pte. Ltd., 10 Kaki Bukit Avenue 1, #02-05, Singapore 417942.**

By submitting your Personal Data to us, you hereby consent to and authorise the collection, use, disclosure, transfer and/or processing of your Personal Data by us in accordance with this Notification.

I hereby declare that to the best of my knowledge and belief, the information and Personal Data provided by me is true and accurate in every respect and I agree to the processing of my Personal Data as stated above.