AG&P INDUSTRIAL
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Always Forward

APPLICANT DATA PRIVACY NOTICE

Atlantic Gulf and Pacific Co. of Manila, Inc. (AG&P) (the "Company," "we," "our," or "us") is committed to protecting your personal information in accordance with Republic Act No. 10173, or the Data Privacy Act of 2012, its implementing rules and regulations, and other applicable data privacy requirements.

Personal Information We Collect

In connection with your application for employment and any potential assignment or deployment, we may collect and process the following categories of personal information:

- Personal details, such as your name, address, contact information, date of birth, civil status, educational background, employment history, and professional qualifications;
- Information contained in identification documents, government-issued or otherwise;
- Recruitment- and employment-related records;
- Information obtained through reference checks and background verification, where applicable; and
- Sensitive personal information, where necessary for employment, assignment or deployment, occupational health and safety, fitness-for-work assessments, legal compliance, or other lawful employment-related purposes.

Purposes of Processing

We may process your personal information for the following purposes:

- Registering applicants and creating applicant profiles;
- Assessing your qualifications, experience, and suitability for employment;
- Scheduling interviews and administering the recruitment process;
- Verifying your educational, professional, and employment credentials;
- Conducting background screening and reference checks, where applicable;
- Conducting medical, occupational health and safety, and fitness-for-work assessments required by law, clients, or operational needs;
- Processing requirements related to employment, assignment, mobilization, and deployment;
- Communicating with you about current and future employment opportunities;
- Complying with applicable legal, regulatory, contractual, and reporting obligations; and
- Carrying out other legitimate human resource administration activities related to recruitment, employment, assignment, and/or deployment.

Legal Basis for Processing

The Company processes your personal information on one or more lawful bases under the Data Privacy Act, as applicable, including any of the following:

- Taking steps on your application for employment before entering into an employment contract and performing obligations under such contract, where applicable;
- Complying with applicable legal and regulatory obligations;
- Pursuing the legitimate interests of the Company or a third party, provided that such interests are not overridden by your fundamental rights and freedoms; and

- Obtaining and relying on your consent when required or otherwise appropriate under applicable law.

Sharing and Disclosure of Information

When necessary and appropriate for the purposes described in this Notice, we may disclose or share your personal information with:

- AG&P subsidiaries, affiliates, and other related entities;
- Prospective clients and project owners that require personnel qualification assessments or deployment processing;
- Government agencies, regulatory bodies, and other public authorities;
- Medical facilities and occupational health service providers;
- Background screening and reference-checking service providers;
- Information technology, payroll, recruitment, and other administrative service providers; and
- Other parties when disclosure is necessary to process your application for employment or is required by applicable law.

We limit such disclosures to the personal information that is reasonably necessary for the stated purposes and require appropriate confidentiality, data protection, and security safeguards.

International Data Transfers

Where necessary for recruitment, employment, project mobilization, overseas deployment, business operations, or compliance with legal obligations, the Company may transfer your personal information to affiliated entities, clients, service providers, or public authorities outside the Philippines. In such cases, the Company will implement appropriate contractual, organizational, and technical safeguards to protect your personal information and ensure that it is processed in accordance with applicable data privacy requirements.

Retention of Personal Information

The Company retains your personal information only for as long as reasonably necessary to fulfill the purposes described in this Notice, comply with legal and regulatory obligations, resolve disputes, enforce agreements, and establish, exercise, or defend legal claims.

For applicants who are not hired, records are retained as follows: local-drive copies for three (3) months from receipt; cloud database copies, including backups and archives, for three (3) years; and hard copies for three (3) months after scanning.

Upon expiration of the applicable retention period, the Company will securely dispose of or anonymize personal information in accordance with applicable laws and Company policies.

Security Measures

The Company implements reasonable and appropriate organizational, physical, and technical safeguards designed to protect personal information against unauthorized or unlawful access, use, disclosure, alteration, loss, or destruction.

Your Rights as a Data Subject

Subject to applicable law and any lawful limitations, you may exercise the following rights:

- Be informed about the processing of your personal information;
- Reasonably access your personal information;

- Correct inaccurate or incomplete personal information;
- Object to the processing of your personal information;
- Request suspension, withdrawal, blocking, removal, or destruction of your personal information;
- Obtain a copy of your personal information in a portable format, where applicable;
- Claim compensation for damages arising from inaccurate, incomplete, outdated, false, unlawfully obtained, or unauthorized processing of personal information; and
- File a complaint with the National Privacy Commission.

Contact Information

For questions, requests, or concerns regarding the processing of your personal information or the exercise of your data-subject rights, please contact:

Data Protection Office
Email: dpa.inquiry@agpglobal.com