

Welcome to Careers at Glory, the recruitment website (the "Site"). Below we have outlined how the information provided on this Site will be treated.

Please read the below carefully and indicate your acceptance by clicking the "I Accept" button below. Click "I Decline" if you do not consent and do not wish to use the online search and job application functions of this Site.

Last updated: [16/08/2017]

CAREERS AT GLORY – PRIVACY POLICY

The provision of personal information through this Site is subject to this Privacy Policy ("Policy").

This Site is operated by Glory in order to support the recruitment functions of Glory and its subsidiaries and affiliates. In relevant parts, this Policy may refer to Glory, its parent, and its subsidiaries and affiliates collectively as "Glory" or distinguish among them separately.

WHAT TYPES OF INFORMATION DOES THIS POLICY COVER?

This Policy covers any personal information you submit through this Site, including:

- your name;
- contact information;
- email address;
- educational information; and
- curriculum vitae/resume information.

It would also include any other information you choose to provide as part of your application.

We encourage you NOT to provide any sensitive information as defined by your country's laws which may include:

- sexual orientation;
- ethnic origin;
- religion;
- belief; or
- disability.

Should you submit any such sensitive information, Glory reserves the right not to consider your job application. However, you are encouraged to re-apply with a new resume that does not include sensitive information.

You are responsible for the content of the information you provide to us and you must ensure it is *legal, honest, truthful, accurate and not misleading in any way*.

HOW WILL THE SUBMITTED PERSONAL INFORMATION BE USED?

The information that you submit on the Site will be stored (on servers) in the United States of America ("USA"), accessible to other relevant jurisdiction(s) if, for example, the position relates to one of Glory' affiliated entities outside of the USA.

Personal information submitted on this Site will be reviewed and processed for the purposes below by employees, consultants and/or service providers of Glory legal entities around the world. Please note that the laws regarding personal information in some of the jurisdictions involved may be less stringent than the laws of the country in which you reside. However, we require employees, consultants, and/or service providers who process personal information received on this Site to abide by terms of this Privacy Policy.

Personal information you provide through the Site will be:

- collected;
- used;
- transferred;
- disclosed; and
- otherwise processed,

for Glory' global recruitment functions and for related management and planning purposes.

Glory will use the personal information you provide to:

- process your application;
- communicate with you from time to time;
- comply with any applicable law or regulation;
- manage the relationship between you and Glory;
- effectuate services relevant to processing the application or for data management purposes, whether provided by a Glory company or a third party; and
- communicate with credit reference and information agencies in as far as this is acceptable under the legislation of the country/state in which you reside.

Personal information about you will be added to Glory' international candidate database and will be used for the purposes of considering whether your profile is suitable for other job vacancies at Glory. We do not share your personal information with unrelated third parties nor sell or disclose information to list providers or other commercial data aggregators.

The provision of personal information on this Site is voluntary. Failure to provide sufficient information, however, may result in Glory being unable to consider your employment. Glory maintains computer systems in data centres and locations centrally in the USA but also in various other countries throughout the world. Glory may collect, store, disclose or otherwise process your personal data in a manner that causes it to be transferred or accessed from computer systems owned or operated by or on behalf of Glory throughout its global computer network.

WHO WILL HAVE ACCESS TO PERSONAL INFORMATION?

Access to personal information about you will be limited to those Glory employees or agents who have a business need to access such personal information and may include: *recruiters, human resources personnel, technical services personnel, managers, and/or their respective designees.*

Glory will not sell or rent personal information about you to third parties for marketing or other purpose that is different from recruitment management, without your explicit consent. We may share personal information about you with selected service providers or consultants acting on our behalf, such as third parties assisting Glory with the operation of the Site (including Taleo Corporation of 575 Market Street, 8th floor, San Francisco, CA 94105, USA, which hosts the Site and the candidate database, and is approved under the EU-US "Safe Harbour" program). Third parties who are permitted to process personal information received through this Site will be required to protect personal information consistently with the terms of this Policy.

Glory may also disclose personal information about you in order to:

- 1 protect the legal rights, privacy or safety of Glory or its employees, agents and contractors;
- 2 protect the safety and security of visitors to our websites or other properties;
- 3 protect against fraud or other illegal activity or for risk management purposes;
- 4 respond to inquiries or requests from public authorities;
- 5 permit us to pursue available remedies or limit the damages that we may sustain;
- 6 enforce our Terms of Service; or
- 7 comply with other law or legal process.

DATA RETENTION

We are required to retain information relating to candidates applying for jobs within the USA.

Personal information of candidates applying for jobs in other parts of the world will be retained in accordance with local law.

If personal information is no longer needed for a relevant business purpose, Glory may remove it from its database, subject to Glory' data retention obligations and policies and any applicable legal or regulatory obligations.

Note that Glory may delete personal information about you at any time (including your curriculum vitae/resume), for any reason and without notice. Therefore, please retain your own copy of the personal information provided to us.

USE OF COOKIES

Cookies are small files which are sent to your Web browser and stored on your computer's hard drive. Their purpose is to help analyse web traffic. You may set your Web browser to notify you of cookie placement requests or to decline cookies completely. You can delete the files that contain cookies, those files are stored as part of your internet browser. Glory does not use cookies on this Site to track browser activities outside of this Site.

SECURITY

Glory has taken reasonable steps to: (a) provide a secure environment for information submitted to or accessible via this Site, (b) make the Site available to you for your use and (c) ensure that there are no viruses or codes that may disrupt your use of this Site or damage your hardware or software as a result of using this Site. You understand that electronic communication systems may not provide a secure environment for your communications with us. It is your sole responsibility to use the appropriate level of care whenever communicating with us.

LINKS

This Site may contain links to other websites that will not follow the same Policy as this Site. For instance, clicking on elements on this Site may take you to an entirely different site. These sites may set their own cookies on your browser and may collect information and make use of that information in ways that this Site would not. Once you have left this Site, this Policy will no longer apply to personal information or any other information collected from or provided by you. You should check the applicable privacy policy to determine how other sites may handle your data.

GENERAL

We may change this Policy from time to time to accurately reflect our information collection, use and disclosure practices, changes in industry practice or changes in law. If you do not agree to the changes, please contact us (at global.recruitment@uk.glory-global.com) to have information you submitted removed from our databases. You can tell when we last updated the Policy by checking the "Last Updated" legend at the beginning of this Policy.

PRIORITY

The provisions of this Policy in respect of the use of and access to your personal information have priority over any conflicting provisions in the Terms of Use.

CONTACT US

In certain countries, consistent with applicable law, you may have the right to access, correct or object to the information that Glory holds about you.

ADDITIONAL TERMS:**DIVERSITY AND EQUAL EMPLOYMENT OPPORTUNITY**

Glory is an equal opportunity employer, which means we offer equal treatment to all applicants. Glory does not discriminate, either directly or indirectly, on the grounds of sex, sexual orientation, trans-sexuality, race, ethnic origin, religion, religious belief, disability, marital status, creed, nationality, national origin, colour, age, or any other legally protected category ("Protected Information") in any area of recruitment. In some countries we ask applicants for Protected Information for the purpose of monitoring equal opportunity. This information will be recorded and separated from your application before the selection process begins. In some countries we ask our applicants for Protected Information where this information is required by local law. If you have a disability and would like to indicate as part of your application any relevant effects of your disability and any adjustment which you consider should reasonably be made to the process to assist your application, please do so in the relevant field during the application process.

NO OFFER OF EMPLOYMENT

This Site does not constitute an offer or promise of employment with respect to any employment position posted or described on this Site. Glory may eliminate, modify or change without notice any aspect(s) of the employment positions, compensation, and benefit plans described herein. This Site provides descriptions of possible roles within Glory and the Site does not provide binding offers, terms or conditions of employment. Any employment offer that may ensue as a result of the identification of a potential opportunity by a user, or submission of information to Glory, is in accordance with the specific terms of that offer, and not based in any way upon the description of the opportunity on this Site.

LAW APPLICABLE TO JOB APPLICATION

This Site allows you to apply for jobs based in countries (or territories) other than the country where you are resident or from which you make your application. Job requisitions posted on this Site will be governed by the laws of the country where the job is located. By applying for a job through this Site, you accept that:

- (i) the laws of the country where the job is located will have exclusive jurisdiction over any disputes arising from your application;
- (ii) the laws of the country where the job is located shall apply to your application; and
- (iii) Glory including the local Glory entities in the country you submitted your application from, is not responsible or liable for the prerequisites or limitations your application is subject to under the laws of the country where the job is located. Your personal data that you provided will be used for hiring purpose only, and not for any other purposes.

If you currently work for a Glory business unit, you must be eligible under the applicable policies for that unit to apply for a position in a different business unit within Glory. If you accept such a position, the benefits programs and Human Resources policies applicable to you in the new position may change. Please consult with your current Human Resources representative regarding application eligibility and the benefit programs and HR policies applicable to the new position.

This Site is not intended for distribution to, or use by, any person or entity in any jurisdiction or country where such distribution or use would be contrary to local law or regulation.

PRIORITY

The provisions of the "Additional Terms" have priority over any conflicting provisions in the Terms of Use.

SPECIAL NOTE:

For individuals who are located in the European Union, you should be aware that Glory abides by the Safe Harbour framework agreed to by the U.S. Department of Commerce and the European Union (EU) with respect to personal information collected by entities located in the EEA and transferred to Glory in the USA. For additional information regarding the Safe Harbour Program, see the U.S. Department of Commerce website at: <http://www.export.gov/safeharbor>.

We encourage you to read this Policy before using our Site. By using the Site, you agree to the terms and conditions of this Policy. If you do not agree to the terms and conditions of this Policy, please do not use the Site.