

Security Policy

1. Purpose and scope of collection

The main data collection on the website includes: email, phone number, contact information, job description for employers and candidate profiles for candidates. This is the information that the website needs the candidate/employer to provide mandatory when registering to use the service and for the website to contact to confirm when the candidate/employer registers to use the service on the website to ensure benefits for candidates/employers.

Candidates/recruiters will be solely responsible for the security and keeping of all service usage under their registered name, password and email address.

2. Scope of information use

The HRI Recland website uses the information members provide to:

- Provide job search services for candidates and job posting services for employers.
- Send notices to candidates when submitting a successful application and send notices to employers when posting job advertisements on the website successfully.
- Preventing activities that destroy Candidate/recruiter's user account or forgery of Candidate/employer's information
- Improve service quality for candidates/employer
- Resolve issues and disputes arising in connection with the use of the website
- Preventing activities that violate Vietnamese law
- Do not use personal information of the Candidate/employer other than for the purposes of confirmation and contact related to transactions at the Website.

3. Commitment to protecting customer's personal information

- Candidate/employer information on the website is committed to absolute confidentiality by HRI Recland in accordance with the personal information protection policy. The collection and use of information of the Candidate/employer is only done with the consent of that customer, unless otherwise provided for by law.
- Candidates/employees are responsible for protecting themselves against access to password information when sharing a computer with many people. At that time, the

Candidate/employer must be sure to log out of the account after using the services of HRI Recland.

- HRI Recland commits not to disclose or share candidate/employer information, without the consent of the candidate/employer.
- Customer information privacy policy is only applied at HRI Recland website. It does not include or involve other third parties that place advertisements or are affiliated at HRI Recland. Candidates/employers should refer to and clearly distinguish the differences in customer information privacy policies of these websites.
- In the event that the information server is hacked by a hacker leading to the loss of candidate/employer data, HRI Recland will be responsible for reporting the incident to the investigating authorities for timely handling and notification. Notify the Candidate/employer.
- We require individuals when registering as a member, to provide all relevant personal information such as: Full name, contact address, email and be responsible for the legality of such information. news above. HRI Recland is not responsible for and will not settle any claims related to the interests of that Candidate/employer if it deems that all information the Candidate/employer provided during initial registration is incorrect. exactly.

4. Mechanism for receiving and settling complaints related to personal information

When you submit your personal information to us, you agree to the terms we have outlined above. HRI Recland is committed to protecting the personal information of its customers by any means possible. We use encryption systems to protect this information from unintended retrieval, use or disclosure.

HRI Recland also recommends that customers should keep confidential information related to customers' access passwords and should not share it with anyone else.

In the event of a customer's complaint about the use of information contrary to the stated purpose, HRI Recland will proceed to deal with the following steps:

Step 1: The customer sends feedback about the collected personal information contrary to the stated purpose.

Step 2: HRI Recland's Customer Care Department receives and resolves with relevant parties.

Step 3: In case it is beyond HRI Recland's control, we will bring to the competent authorities to request a settlement.

We always welcome comments, contact and feedback from customers about this “Privacy Policy”. If customers have related questions, please contact us at Email: recland.co@recland.com.vn