

X STAR CAREER PRIVACY NOTICE

Effective Date: 13 July 2026

Last Updated: 13 July 2026

X STAR is committed to protecting and handling your personal data in a lawful, fair and transparent manner.

This Career Privacy Notice (the “**Notice**”) explains how X Star Technology Pte. Ltd. and its affiliates and subsidiaries (“**X STAR**”, “**we**”, “**us**” or “**our**”) collect, use, disclose, transfer, retain and otherwise process your personal data in connection with our recruitment website, Workday recruitment platform, candidate account portal and related recruitment, onboarding and employment processes (collectively, the “**Career Platform**”).

This Notice applies to any individual’s personal data collected through the Career Platform and otherwise in our possession or under our control, including personal data processed by organizations engaged by us for recruitment, employment, human resources administration, information technology and related business purposes.

The relevant recruiting or employing entity within X STAR may differ depending on the role and the jurisdiction in which the relevant position is based.

The Career Platform may contain links to third-party websites or services that are not owned or controlled by X STAR. This Notice does not apply to such third-party sites or services, and you should review their respective privacy notices separately.

1. SCOPE OF THIS NOTICE

This Notice applies to the following categories of individuals:

- individuals visiting or using our Career Platform;
- job applicants and candidates applying for any role with us;
- individuals who create and maintain a candidate profile through our Career Platform;
- interns and trainees applying for or participating in internship or traineeship programs;
- employees and other individuals engaged under any employment or service arrangement with us.

For the purposes of this Notice, references to “employment” shall, where applicable, include internships, traineeships and other engagement arrangements with X STAR.

2. HOW WE COLLECT YOUR PERSONAL DATA

We may collect your personal data directly from you or from other lawful sources in connection with your job application, recruitment process, onboarding and employment with us, as permitted or required under applicable law. Such sources may include:

- directly from you through your application, candidate profile, interview process, onboarding process, employment-related interactions and communications with us;
- recruitment agencies, executive search firms or referral channels;

- referees, former employers and professional references, where applicable;
- background screening, identity verification and reference check providers; and
- publicly available sources permitted by applicable law, including professional networking platforms and job boards.

3. PERSONAL DATA WE COLLECT

For the purposes of this Notice, “**personal data**” means data, whether true or not, about an individual who can be identified from that data alone or together with other information to which we have or are likely to have access.

If you are a job applicant or candidate, this may include the following categories of personal data:

- name or alias, gender, date of birth, nationality, and country and city of birth;
- mailing address, telephone numbers, email address and other contact details;
- resume, educational qualifications, professional qualifications and certifications and employment references;
- employment and training history;
- work-related health issues and disabilities;
- photographs;
- candidate account information, interview scheduling records, assessment records, application status history and system access logs generated through the Career Platform, where necessary for recruitment administration.

If you are an employee, this may include the following categories of personal data:

- name or alias, gender, national identification number, immigration identification number or passport number, date of birth, nationality, and country and city of birth;
- mailing address, telephone numbers, email address and other contact details;
- employment and training history;
- salary information and bank account details;
- details of your next-of-kin, spouse and other family members;
- work-related health issues and disabilities;
- records on leave of absence from work;
- photographs and other audio-visual information;
- performance assessments and disciplinary records;
- onboarding workflow records and internal system access logs generated through the Career Platform, where applicable.

Please note that certain personal data is necessary for us to assess your application, conduct relevant checks, complete onboarding and administer employment. If you do not provide such personal data, we may not be able to process your application, proceed with interviews, conduct relevant checks, prepare an offer, complete onboarding or continue employment administration, where applicable.

Where you provide us with personal data relating to any third party, including referees, emergency contacts, family members or dependants, you represent and warrant that you have obtained the necessary authorization, consent or other lawful basis required under applicable law to disclose such information to us.

We will only collect and process personal data that is relevant, adequate and limited to what is necessary for the purposes described in this Notice.

4. HOW WE USE YOUR PERSONAL DATA

We may collect, use and otherwise process your personal data for the following purposes in connection with your job application, recruitment process, onboarding and employment with us, as permitted or required under applicable law:

For job applicants and candidates, your personal data may be used for the following purposes:

- receiving, managing and reviewing your application;
- assessing and evaluating your suitability for any current or prospective position within X STAR;
- verifying your identity and the accuracy of your personal details and other information provided;
- creating and maintaining your candidate account and profile on the Career Platform;
- arranging interviews, assessments and communications with hiring teams;
- conducting background checks, employment reference checks and other screening procedures where applicable;
- preparing and administering offers of employment;
- facilitating onboarding and pre-employment processes; and
- retaining your information for future suitable opportunities, where permitted by law and where you have not objected.

For employees, in addition to the purposes set out above, your personal data may also be used for the following purposes:

- performing obligations under or in connection with your contract of employment with us, including payment of remuneration and tax;
- all administrative and human resources related matters within our organization, including administering payroll, granting access to our premises and computer systems, processing leave applications, administering your insurance and other benefits, processing your claims and expenses, investigating any acts or defaults (or suspected acts or defaults) and developing human resource policies;
- managing and terminating our employment relationship with you, including monitoring your internet access and your use of our intranet email to investigate potential contraventions of our internal or external compliance regulations, and resolving any employment related grievances;
- assessing and evaluating your suitability for employment/appointment or continued employment/appointment in any position within our organization;
- ensuring business continuity for our organization in the event that your employment with us is or will be terminated;
- facilitating any proposed or confirmed merger, acquisition or business asset transaction involving any part of our organization, or corporate restructuring process; and
- facilitating our compliance with any laws, customs and regulations which may be applicable to us.

The purposes listed above may continue to apply for a reasonable period after termination of your relationship with us.

We process your personal data where necessary for recruitment administration, pre-employment assessment, employment management, compliance with applicable laws, and our legitimate business and operational interests, or where your consent is required under applicable law.

5. WHO WE SHARE YOUR PERSONAL DATA WITH

Depending on the nature of your application, recruitment process, onboarding or employment, we may make your personal data available, on a need-to-know basis and where permitted or required under applicable law, to some or all of the following categories of recipients:

- authorized HR personnel, hiring managers, interviewers and other relevant personnel involved in assessing your application or administering your employment;
- recruitment agencies, referral channels and talent sourcing partners;
- third-party service providers, including providers supporting our recruitment, human resources, information technology, hosting, cloud, system administration and security functions, as well as background screening, reference check, identity verification, payroll, benefits, insurance, relocation and related support services, including Workday where applicable;
- legal advisers, auditors, accountants and other professional advisers engaged by us;
- regulatory authorities, courts, tribunals, law enforcement agencies and other governmental or public authorities, where required or permitted by applicable law;
- any actual or proposed counterparty, adviser or service provider involved in any merger, acquisition, restructuring, financing, business transfer or similar corporate transaction, where relevant.

Where we disclose your personal data to third-party service providers, we take reasonable steps to ensure that such recipients are subject to appropriate confidentiality, security and data protection obligations.

6. INTERNATIONAL TRANSFERS OF PERSONAL DATA

Your personal data may be transferred to, stored in, processed in and accessed from jurisdictions outside the country in which you submitted your application or are employed, where this is necessary for the purposes described in this Notice or otherwise permitted or required under applicable law.

Such cross-border processing may involve authorized personnel, service providers, professional advisers and other authorized recipients engaged in recruitment administration, onboarding, employment management, compliance, information technology support and related business operations.

Where such cross-border transfers occur, we will take appropriate contractual, organizational and technical measures to ensure that your personal data is afforded a standard of protection that is adequate and comparable to that required under applicable data protection laws.

Where required by applicable law, such safeguards may include appropriate data transfer agreements, standard contractual clauses, technical security controls and other legally recognized transfer mechanisms.

7. YOUR RIGHTS

Subject to applicable data protection laws, you may have the following rights in relation to your personal data:

- to request access to the personal data we hold about you;
- to request correction, update or completion of any inaccurate or incomplete personal data;
- to request deletion or erasure of your personal data, where applicable;
- to request restriction or suspension of certain processing activities;
- to object to the processing of your personal data for specific purposes;
- to withdraw your consent at any time where the processing is based on your consent and subject to applicable law.

You may exercise any of the above rights by contacting us using the details set out in Section 10 below.

Please note that the exercise of the above rights may be subject to applicable legal and regulatory limitations, including where continued retention or processing is necessary for legal compliance, employment administration, audit, dispute resolution, fraud prevention, or legitimate business purposes.

Where permitted under applicable law, you may also have the right to lodge a complaint with the relevant data protection authority or supervisory authority in your jurisdiction.

For the avoidance of doubt, the exercise of certain rights, including withdrawal of consent or objection to specific processing activities, may affect our ability to continue processing your application, complete onboarding or administer your employment, where such processing is necessary for those purposes.

8. RETENTION OF PERSONAL DATA

We may retain your personal data for as long as it is necessary to fulfil the purposes for which it was collected, or as required or permitted by applicable law.

For unsuccessful applicants, personal data may be retained for a reasonable period after completion of the relevant recruitment process for purposes including future suitable opportunities, legal compliance, audit, dispute resolution and internal record management, unless a longer retention period is required or permitted by applicable law.

Where you become an employee, your personal data may continue to be retained in accordance with our internal HR, payroll, tax, legal and document retention policies.

We will cease to retain your personal data, or remove the means by which the data can be associated with you, as soon as it is reasonable to assume that such retention no longer serves the purposes for which the personal data were collected.

9. DATA SECURITY

To safeguard your personal data from unauthorized access, collection, use, disclosure, copying, modification, disposal or similar risks, we have introduced appropriate administrative, physical and technical measures, including access controls, internal confidentiality obligations, system access restrictions, encryption and information security monitoring measures where appropriate.

10. CONTACT US

If you have any questions regarding this Notice, or wish to exercise any of your rights, please contact:

Data Protection Officer

Email: dpo@xstar.sg

Phone: +65 6939 6388

11. CHANGES TO THIS NOTICE

We may amend, revise or update this Notice from time to time to reflect changes in our business operations, recruitment processes, systems, legal obligations or applicable data protection laws.

The updated version will be made available through the Career Platform and the “Last Updated” date above will be revised accordingly.