

## APPLICANT PRIVACY NOTICE

In this notice, “**we**”, “**us**”, “**our**” and “**PIMCO**” means PIMCO Asia Limited, being the entity that you are applying to for employment.

We are registered in Hong Kong and our registered address is at Suite 2201, 22nd Floor, Two International Finance Centre, 8 Finance Street, Central, Hong Kong.

### About this privacy notice

We are responsible for ensuring that we use your personal data in compliance with the Hong Kong Personal Data (Privacy) Ordinance (Cap 486).

This privacy notice sets out the basis on which any personal data about you will be processed by us. We should be grateful if you would read the information set out below and confirm that you understand and agree to the terms before submitting your CV and/or application form.

### Personal data that we collect about you

We will collect and process the following personal data about you:

- **Information that you provide to us or one of our affiliates.** We will process information that you give us by submitting any applications. This information is likely to include:
  - your full name, date of birth, nationality, race / ethnicity, education and qualification details, marital status, gender identity and sexual orientation, home address and home telephone number, mobile telephone number, employment history, other application details, your resume / CV, work eligibility, results of online tests, assessments and interview information; and
- **Information we obtain from other sources.** This is likely to include information about you, such as:
  - details of your suitability to work with us, your past performance at work, your character, verification of the information that you provide to us as part of your application, and if legally permitted, any history concerning criminal convictions, from third party references that you provide to us, from your previous and/or current employers, opinions expressed by others about you and from third party background checking services or a previous employer or other referee.

Failure to provide this information may affect the processing and outcome of your application.

## Uses of your personal data

Your personal data may be stored and processed by us in the following ways and for the following purposes:

- to consider your job application (including, in some cases, verifying your qualifications, education and references with those third parties you name);
- if your application is unsuccessful we will keep your information on record to notify you of relevant job vacancies with PIMCO that you may be interested in, in the future;
- compliance with any legal or regulatory obligation to which PIMCO is subject (including compliance with any request from regulatory authorities or other relevant public authorities);
- we will process personal data related to your use of our IT systems in order to comply with legal obligations;
- the prevention and detection of crime or fraud, subject to local law; and
- in order to carry out diversity monitoring and activities if required by law and / or permitted by law including to help us improve how we market our recruitment events and job roles.

We are entitled to use your personal data in these ways because:

- we need to in order to consider you for a position at PIMCO; or
- we have legal and regulatory obligations that we have to discharge; or
- it is necessary for our legitimate business interests such as ensuring that we have made appropriate checks on the qualifications, education and experience that applicants tell us they have; or
- we obtained your specific consent.

In addition to the above, we reserve the right to collate, process and disseminate any statistics based on an aggregation of data held by us provided that any individual is not identified from the resulting analysis and the collation, processing and dissemination of such information is permitted by law.

In certain circumstances, not providing the requested data to us may affect our ability to meet the above purposes.

### **Transfer of your information to third parties**

We may transfer your personal data to third parties in the circumstances below:

- your personal data may be transferred to any PIMCO group entity and Allianz group entity located in or outside Hong Kong, which may also use your personal data in connection with the purposes listed above; and
  
- we may also transfer your personal data to various third party service companies outside of the PIMCO group and Allianz group, which are located in or outside Hong Kong:
  - for the purposes of assessing your application and verifying the information you have provided;
  
  - to the extent required by law, for example if we are under a duty to disclose your personal data in order to comply with any legal obligation or to establish, exercise or defend our legal rights; or
  
  - to our service providers (for example, the providers of our electronic data storage services and applicant relationship management tool) for the purposes of providing services to us. These third parties will be subject to confidentiality requirements and they will only use your personal data as described in this Statement.

### **Transfers of personal data outside Hong Kong**

The personal data that we collect from you may be transferred to, and stored at, a destination outside Hong Kong. It may also be processed by individuals operating outside of Hong Kong who work for our affiliates (including PIMCO group companies) or for one of our suppliers.

Where we transfer your personal data outside Hong Kong, we will ensure that it is protected in a manner that is consistent with how your personal data will be protected by us in Hong Kong. This can be done in a number of ways, for example:

- the country that we send the data to offers a sufficient level of protection; or
- the recipient may be party to binding corporate rules (relevant to intra-group transfers only).

In other circumstances the law may permit us to otherwise transfer your personal data outside Hong Kong. In all cases, however, we will ensure that any transfer of your personal data is compliant with data protection law.

### How long we keep your personal data

How long we hold your personal data for will vary. We will retain your personal data on the basis of the following criteria, including:

- in case your application is successful:
  - as long as necessary in relation to your employment with PIMCO; and
  - after your employment has ended, as long as PIMCO is subject to respective legal obligations – laws or regulation may set a minimum period for which we have to store your personal data; and
- where we do not establish an employment relationship, only as far as PIMCO is subject to respective legal obligations – laws or regulation may set a minimum and maximum period for which we have to store your personal data.

### Your rights

You have a number of legal rights in relation to the personal data that we hold about you. These rights include:

- access to the personal data which we hold about you;
- the right to request that we rectify or supplement your personal data if it is inaccurate or incomplete; and
- the right to request a copy of your personal data.

You can exercise your rights by contacting us using the details set out in the “Contacting us” section below.

### Contacting us

If you would like further information on the collection, use, disclosure, transfer or processing of your personal data or the exercise of any of the rights listed above, please submit questions, comments and requests by email to [apac\\_privacy@pimco.com](mailto:apac_privacy@pimco.com).