

Privacy Consent Form China

雇佣背景核查同意书 - 中国

Your employer or prospective employer (the “Employer”) has asked a third party service provider, First Advantage Beijing (“First Advantage”), having its office at Room 1109, Floor 11, Xingtai Building, No.16 Jiuxianqiao Road, Chaoyang District, Beijing 100016 PRC, to process certain personal data relating to you in connection with your application for employment with the Employer in **People’s Republic of China**.

您的雇主或未来雇主（以下简称“雇主”）已要求第三方服务提供商首优咨询（北京）有限公司（以下简称“首优咨询”），办公地址为中国北京市朝阳区酒仙桥路甲16号星泰中心大厦11层1109号，邮编：100016，在您申请就职位于**中华人民共和国**的雇主过程中处理与您有关的个人信息。

This form is intended to describe the personal data First Advantage will process on behalf of the Employer, and to obtain your consent to these activities.

本同意书意在说明首优咨询将代表雇主处理您的个人信息，并获得您对这些活动的同意。

WHAT TYPES OF INFORMATION DOES THIS CONSENT COVER?

本同意书涵盖了哪些类型的信息？

First Advantage will process the following types of information relating to your application for employment with the Employer, which depends on the checks ordered by your Employer:

- ✓ Identification and address information.
- ✓ Entitlement to work information.
- ✓ Education and qualifications.
- ✓ Past employment and positions held in other Organizations, including fiduciary or Board of Directors responsibilities for a company.
- ✓ Professional qualifications, registrations, and sanctions with professional bodies.
- ✓ Financial information relating to debt, payment history, bankruptcy and collection matters, financial judgments, litigation.
- ✓ Criminal proceedings, convictions and involvement in litigation, including civil suits where the subject was either a plaintiff or defendant.
- ✓ Media information.
- ✓ Driver’s license credentials and status, including driver history, conviction history expiration date, driving restrictions and identity information.
- ✓ Other (please specify):

首优咨询将处理下列与您向雇主提交的工作申请有关的信息。具体需收集的信息取决于您的雇主所定制的背景核查项目：

- ✓ **身份及地址信息**
- ✓ **工作经历信息**
- ✓ **教育背景及资格**
- ✓ **过往在其他组织的工作及职务，包括公司的受托人或董事会职责**

- ✓ **专业资质、注册情况及在专业机构受到的制裁**
- ✓ **与债务、支付历史、破产及收款事项、财务判决、诉讼有关的财务信息**
- ✓ **刑事诉讼、定罪及参与其他诉讼的情况，包括民事诉讼，无论数据主体是原告或被告**
- ✓ **媒体信息**
- ✓ **驾照及状态，包括驾驶历史、违规历史到期日、驾驶限制及身份信息**
- ✓ **其他（请列出）：**

If you intend to provide Employer with details of a reference or any other third party as part of your CV/ résumé, it is your responsibility to obtain consent from that third party prior to passing their personal data to Employer.

若作为您履历/简历的一部分，您有意向雇主提供推荐信或任何其他第三方的具体信息，您应负责在向雇主转移其个人信息之前，获得该第三方的同意。

Some of the types of information set out above might constitute sensitive personal data, which is processed in order to properly assess your suitability for employment by the Employer. First Advantage will only process sensitive personal data only if strict protection measures are put in place and there is sufficient necessity to justify the processing. It is necessary for First Advantage to process your sensitive personal data for the purposes described in this form.

以上所列出的一部分信息可能会被定义为个人敏感信息，其处理目的是使雇主能恰当评估您对所申请工作的适合程度。首优咨询仅会在数据被严格保护情况下且有充足理由证明必须处理该信息的情况下才会处理个人敏感信息。

HOW WILL THE PERSONAL DATA SUBMITTED BE USED?

如何使用所提交的个人信息？

First Advantage will receive information from the Employer and may use the details you have provided to contact third parties, including persons asked to provide references, for the purposes mentioned below. 为下文所述目的，首优咨询将从雇主方获得并使用您所提供的信息与第三方，包括提供推荐信的人士，进行联络。

First Advantage will verify that the information you have provided in connection with your employment application is accurate and will carry out checks relating to the types of background information checked above.

首优咨询将核实您在工作申请过程中所提供的信息是否准确，并将对上文所述类型的背景信息进行核查。

WHO WILL HAVE ACCESS TO PERSONAL DATA?

谁有查阅个人信息的权限？

This personal data, which is held and collected by First Advantage, will be disclosed by First Advantage to the Employer and, to the extent required for the purposes listed above, to First Advantage's and First

First Advantage's Affiliates' employees and third party service providers of outsourced services, or other agencies/companies who provide services to First Advantage and these Affiliates such as fulfillment vendors and their sub-contractors, and translation service providers who are located worldwide. First Advantage will remain the responsible party for jointly used information. A list of the First Advantage Affiliates and other third parties that may process your Personal Data as well as more related details is available upon request.

由首优咨询保存与收集的个人信息，将由首优咨询向雇主披露，且在为上述目的而必要的范围内，将向首优咨询及首优咨询之关联企业的雇员及提供外包服务的第三方服务提供商披露，或向首优咨询及其关联企业提供服务或其他机构/公司披露，比如世界各地的供应商及其分包商及翻译服务提供商。首优咨询仍应对共同使用的信息承担责任。您可以索取一份首优咨询与其关联企业及其他可能接触您个人数据的第三方的名单。

First Advantage and its Affiliates process background checks in data centres and at other locations in various other countries. Processing may include data storage, administrative purposes (creating internal and external reports, invoicing, and trends in data), and operational and/or processing purposes in connection with the preparation of an employment or investigative report to the Employer.

首优咨询及其关联企业将在位于世界各个国家的数据中心及其他办公场所处理背景核查。处理过程包括数据存储、管理目的（创建内部及外部报告、开票及数据趋势）及在为雇主编制雇佣或调查报告的过程中的运营及/或处理目的。

First Advantage and its Affiliates may collect, store, process, disseminate or use 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 First Advantage throughout its global network. Your personal data may be transferred to third party references and sources outside your country of current residence, if needed for the purposes of completing the background check to which you are consenting. For example, if the source is located in another country or if you lived in another country, we may transfer your personal data to that source.

首优咨询及其关联企业将收集、存储、处理、传达或使用您的个人数据，这可能导致其从首优咨询全球网络中拥有或运行的计算机系统中被转移或查阅。背景调查过程中，如有必要，您的个人信息可能被转移给第三方推荐人及您当前所在国家以外的核实机构或人员。例如，若数据源位于其他国家或若您曾居住过其他国家，我司可向该数据源提供您的个人信息。

As part of these arrangements, your personal data may be transferred to any country where First Advantage has an affiliate and/or service provider by whatever means seems appropriate, and collected, used, disclosed, transferred and otherwise processed, in accordance with the information set forth on this form, by First Advantage and/or its service providers pursuant to appropriate data processing agreements. Your information may be subject to other laws for disclosure. Please note that the laws regarding personal data in some of the jurisdictions involved may be different or less stringent than the laws of the country in which you reside.

基于背景核查的需要，您的个人信息将有可能通过适当途径被转移至首优咨询的关联企业及/或服务提供商所在的其他地区及国家，并由首优咨询或其服务提供商依据适当的数据处理协议，按本同意书中所列信息进行收集、使用、披露、转移或其他处理。您的信息可能应符合相关国家关于信息披露的法律。请注意在一些国家和地区关于个人信息的法律可能存在差异，或严格程度低于您居住地国家的法律。

For individuals who are located in the European Economic Area or Switzerland, you should be aware that First Advantage abides by the data privacy principles and requirements set forth in the European General

Data Protection Act and other applicable data privacy laws and regulations. Where appropriate, First Advantage executes cross-border data transfer agreements with its customers to ensure an adequate level of data protection.

若您当前居住在欧洲经济区或瑞士，您应知悉首优咨询遵守《欧盟通用数据保护条例》及其他适用于数据隐私的法律法规的原则及要求。在适当的情况下，为确保获得充分的数据保护，首优咨询将与其客户签署跨境数据转移协议。

The foregoing data recipients will use the personal data to the extent necessary for the specific purposes you are informed of and store the personal data for the minimum length of time required to fulfil the purposes, or as prescribed by the applicable law.

上述数据接收人将在您已知的特定目的所需的范围内使用个人数据，并在达到目的所需的最短时间内或适用法律规定的时间内存储个人数据。

First Advantage will not disclose your personal data to any third party other than as described in this consent. First Advantage will not sell your personal data to any third party.

除本同意书中所述人士外，首优咨询将不会向任何第三方披露您的个人信息。首优咨询将不会向任何人士出售您的个人信息。

DATA RETENTION

数据保留

Applicable laws may require that the Employer and First Advantage retain information pertaining to individuals applying for jobs within a specific country. Your personal data will be stored by First Advantage and its service providers in accordance with applicable data protection laws to the extent necessary for the processing purposes set out in this form. Personal data of applicants applying for jobs in other parts of the world will be retained in accordance with applicable laws.

在某些特定国家，其所适用的法律将可能要求雇主及首优咨询对个人申请工作的相关信息进行保留。除此以外，您为申请工作所提交的个人信息将依据相关数据保护法律在为上述目的而所需的范围内进行保留。申请在世界其他地区工作的申请人的个人资料将根据适用法律予以保留。

SECURITY

安全

First Advantage has taken reasonable organizational, technical and administrative steps to safeguard the information submitted to it. Any third parties working with First Advantage are required to protect personal data consistently with the terms of First Advantage's policy and requirements.

首优咨询已采取合理的组织、技术及管理措施，保护您所提交的个人信息。任何与首优咨询合作的第三方机构应依据首优咨询的政策及要求保护个人信息。

You understand that electronic communication systems may not provide a secure environment for your communications with First Advantage.

您已理解并明白电子通信系统可能无法为您与首优咨询的通信提供安全的环境。

YOUR RIGHTS

您的权利

In certain countries, consistent with applicable law, you may have the right to access, delete, correct or object to the information that First Advantage holds about you. Subject to applicable laws, you may also exercise your other privacy rights, including your right of knowing about and deciding on the processing of your personal data, correction and supplement of inaccurate or incomplete personal data, portability, withdrawal of consent with future effect and requesting explanations of the rules governing the processing of your personal data.

在某些国家，根据适用法律，您可能有权查阅、删除、更正或反对首优咨询持有有关您的信息。根据适用法律，您还可以行使其他隐私权，包括了解和决定处理您的个人数据的权利、更正和补充不准确或不完整的个人数据的权利、可移植性、撤回同意书（具有未来效力），并要求解释管理您个人数据处理的规则。

You may also have the right to withdraw the consent given in this document at a later stage. For further information and to exercise your rights under applicable laws, please contact your employer. Please note that your withdrawal of consent will not affect the validity of our processing activities based on your personal data prior to your withdrawal of consent.

您还有权在此后撤回本文件中的同意。关于进一步信息及如需依据适用法律行使您的权利，请联系您的雇主。请注意，您撤回同意不会影响我们根据您撤回同意前的个人数据进行的处理活动的有效性。

The provision of personal data as described in this consent is voluntary.

本同意书中提供个人信息的行为属自愿行为。

By signing below, you acknowledge that you have read and understood this form and that you expressly agree to First Advantage, Intermediary, and Employer and any third parties as consented by you in accordance with this form and in a reasonable and legal manner, collecting, using, disclosing, transferring and otherwise processing your information as described above. Additionally:

本人确认本人已阅读并清楚理解本同意书，本人同意首优咨询、中介机构、雇主及您同意的任意第三方按上文所述规定且在合理合法的方式下，收集、使用、披露、转移或以其他方式处理本人的个人信息，另外：

- *I consent that my sensitive personal information may be collected and processed as indicated above*
我同意我的个人敏感信息可以被以上所描述的方式收集及处理。
- *I consent that my personal information may be transferred to other countries/regions*
我同意我的个人信息可以被转移至其他国家及地区。
- *I consent that my personal information may be transferred to the Employer, Intermediaries and our relevant First Advantage Affiliates for the purposes set out in this Consent*
我同意我的个人信息可以因本同意书所规定的目的而被转移至雇主，中介机构及首优咨询的相关关联企业等。

并签字为证：



NAME(Print) / 姓名（正楷姓名）: _____

SIGNATURE / 签字: _____

DATE / 日期: _____

