

## TPG CAPITAL – U.A.E. LLC – JOB APPLICANT PRIVACY NOTICE

Last modified: *August 2023*

This Privacy Notice (“Notice”) describes how TPG CAPITAL – U.A.E. LLC (“TPG”, “we” or “us”) collects and uses the personal data of job applicants in the Dubai International Financial Centre (“DIFC”) in connection with recruitment by the Firm (“Applicants”). TPG CAPITAL – U.A.E. LLC is the data controller in respect of Applicant personal data.

### Personal Data We Collect About You

We collect and use personal data about Applicants, including information which is provided by you to us or one of our affiliates, and information about you that we collect from third parties or generate ourselves. This includes the following:

- **Personal details and characteristics**, including your name, contact information (address, telephone number, and email), date of birth, passport number and country of issuance, nationality, place of birth, veteran status, national ID numbers, historical compensation details, previous employment details, and information received in connection with background checks and references which are provided by you to us, your former employers, recruitment agents, and/or third party background screening providers.
- **Information contained in your CV**, including occupational details, current job title, current job description, previous employment details, current salary, and education details.
- **Other information that is generated by us during the recruitment**, including commentary and evaluation of your qualifications and interviews and any other information you choose to provide such as through communications with us.
- **Special category personal data**, including diversity-related personal data such as gender, race, or ethnicity.

You are required to provide certain personal data to TPG so that we may consider your application in light of our business needs, and so that we may comply with our legal and regulatory obligations; and, if your application is successful, so that we can enter into an employment contract with you. If you fail to provide any personal data that we request, we may be unable to continue evaluating your application, comply with our legal and regulatory obligations or, ultimately, offer you employment.

### How We Use Your Personal Data

We use the personal data that we collect, subject to applicable law, including for the following purposes:

- **Recruitment:** managing and administering the recruitment process, communicating with

Applicants and retaining records of those communications, performing background checks, making travel arrangements, making offers to successful Applicants, determining compensation levels, and for onboarding purposes. We process personal data for these purposes on the basis that it is necessary for our legitimate interests in managing and administering our business and recruiting staff.

- **Legal and compliance:** compliance with legal, regulatory, and other requirements such as immigration, record-keeping and reporting obligations, reviewing HR processes, responding to legal process such as subpoenas and court orders, pursuing legal rights and remedies, defending litigation and managing any internal complaints or claims, conducting investigations, ensuring that Applicants meet any applicable regulatory standards for their prospective role, and complying with internal policies and procedures. We process personal data for these purposes on the basis that we are required to do so by law or to discharge our regulatory obligations, or it is necessary for us to establish, exercise, or defend legal claims.
- **Communications, facilities, and emergencies:** facilitating communications with you, protecting the health and safety of anyone visiting our premises, and safeguarding office equipment, facilities, and other property. We process personal data for these purposes on the basis that it is necessary for our legitimate interests in managing and administering our business, and administering, maintaining, and ensuring the security of our IT systems and premises.
- **Special category personal data:** We process race or ethnicity for diversity monitoring and related purposes. We do not process your special category personal data unless we are required or permitted to do so by applicable law or regulations, or you have, in accordance with applicable law, provided your explicit consent to the collection and processing of your special category personal data.

### Data Sharing

We may share your personal data with TPG Global LLC and its affiliates for the purposes described (and in reliance on the legal bases described) in this Notice, and subject to the “Data Transfers” section below.

We may share personal data with service providers that perform services on our behalf such as recruitment services providers, background check providers, and hosting and communications providers. In accordance with applicable law, we enter into legally binding agreements with our service providers requiring them to

use or disclose personal data only as necessary to perform services on our behalf for the purposes described in this Notice, or comply with applicable legal or regulatory requirements.

In addition, we may disclose personal data about you (a) if we are required or permitted to do so (i) by law or legal process, for example due to a court order or a request from a law enforcement agency or (ii) to establish, exercise, or defend our legal rights, or (iii) by our regulator(s) or any applicable regulations, (b) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss, (c) in connection with an investigation of suspected or actual fraudulent or other illegal activity, or (d) in connection with (i) fundraising, (ii) the making, management, or disposition of any of our investments, or (iii) business continuity purposes.

### **Data Transfers**

We may transfer the personal data that we collect about you to recipients in countries outside of the DIFC. Those countries may not have the same data protection laws as the DIFC. When we transfer your personal data to recipients in other countries (such as the U.S. and the UK), we will protect that personal data in a way that is consistent with this Notice.

We also comply with applicable legal requirements providing adequate protection for the transfer of personal data to recipients in countries outside of the DIFC. In all such cases, we will only transfer your personal data if:

- The country to which the personal data will be transferred has been granted an adequacy decision under DIFC law; or
- We have put in place appropriate safeguards in respect of the transfer, for example the DIFC Standard Contractual Clauses.

You may request a copy of the safeguards that we have put in place in respect of transfers of personal data by contacting us as described in the “How to Contact Us” section below.

### **Data Security**

We maintain appropriate technical and organisational measures designed to protect your personal data against loss or accidental, unlawful or unauthorised, alteration, access, disclosure or use.

### **Data Retention**

Your personal data is retained for the duration of our relevant recruitment processes and, if you are successful, for the duration of your relationship with TPG; plus a reasonable period after the end of the recruitment process or relationship with TPG for as long as necessary to fulfil the purposes described above. Retention periods may be extended if we are required to preserve your personal data in connection with litigation, investigations and proceedings, or if a longer retention period is required or permitted by applicable law or regulatory obligations.

### **Your Rights and Choices**

Subject to applicable law, you may have the right to request:

- confirmation of whether we process personal data relating to you and, if so, to request a copy of that personal data;
- that we rectify or update your personal data that is inaccurate, incomplete, or outdated;
- that we erase your personal data in certain circumstances, such as where we collected personal data on the basis of your consent, and you withdraw that consent;
- that we restrict the use of your personal data in certain circumstances, such as while we consider another request that you have submitted, for example a request that we update your personal data;
- withdrawal of your consent where you have given us consent to process your personal data; and
- in certain circumstances, that we provide you with a copy of your personal data which you have provided to us in a structured, commonly used, and machine-readable format, and/or that we transmit that data to a third party (where this is technically feasible).

If you wish to exercise any of your data protection rights or if you consider that we have processed your personal data in violation of applicable law, please contact us using either of the methods detailed in the “How to Contact Us” section below.

If you consider that we have processed your personal data in violation of applicable law and failed to remedy such violation to your reasonable satisfaction, you may also lodge a complaint with the DIFC Commissioner of Data Protection.

### **Updates to this Notice**

We may change or update portions of this Notice at any time without notice to you. The revision date appearing on the first page of this Notice underneath the title will identify the date of the last update or revision.

### **How to Contact Us**

If you have any questions about this Notice, or you would like to exercise any of your rights, please let us know by contacting us using any of the methods below:

By email at:  
[Privacy@tpg.com](mailto:Privacy@tpg.com)

By telephone at: +1 877-506-9084