

Notice of Personal Information Processing for the Recruitment Process

招聘过程中个人信息处理告知书

To ensure the transparent and secure handling of your personal information, this Personal Information Processing Notice for the Recruitment Process ("**this Notice**") describes the rules regarding the processing of personal information of candidates ("**you**") by Bracco China (Shanghai Bracco Sine Pharmaceutical Corp. Ltd. and Bracco Imaging Medical Technologies(Shanghai)Co., Ltd.(the "**Company**" or "**us**") in the recruitment process (including without limitation posting on third party recruitment websites, the official account of Bracco Sine WeChat, the section of "recruitment" on Bracco's official website and being invited to attend interviews) and the way and procedure that you exercise your rights. Before you submit your CV to us or you are invited to attend an interview, you are kindly requested to read this Notice carefully and consent to our processing of your personal information and your sensitive personal information according to this Notice. If it is necessary to transmit your personal information abroad in accordance with this Notice, we will seek your separate consent separately based on the actual situation.

为确保透明和安全地处理您的个人信息，本招聘过程中个人信息处理告知书（“**本告知书**”）描述了博莱科中国（即上海博莱科信谊药业有限责任公司和博莱科医药科技（上海）有限公司，“**公司**”或“**我们**”）在招聘过程（包括但不限于通过第三方招聘网站、博莱科信谊微信公众号、博莱科官网“招贤纳士”部分申请岗位以及受邀参与面试）中处理应聘人员（“**您**”）个人信息的规则以及您行使权益的方式和程序。在您向我们投递简历或受邀参与面试前，请您仔细阅读本告知书并同意我们根据本告知书处理您个人信息以及您的敏感个人信息。如果根据本告知书，需要出境您的个人信息的，我们会根据实际情况另行单独征求您的同意。

1. Collection and Use of Personal Information

1. 个人信息的收集和使用

During the recruitment process, for the purpose of conducting candidate analysis in relation to the candidate (the "**Purpose**"), we will collect the personal information described in the table below from you. If you refuse to provide the corresponding personal information, you will not be able to participate in our recruitment activities.

在招聘过程中，为进行与招聘人选有关的分析之目的（“**目的**”），公司将向您收集下表所述之信息。如您拒绝提供相应的个人信息，您将无法正常参与我们的招聘活动。

1.1. When you participate in our recruitment process, in order to know your curriculum vitae and to contact you in a timely manner, we will collect the following personal information from you, including: **name, sex, race, age, nationality, date of birth, telephone number, email address, occupation, education, work and experience, residential address, current and expected salary and benefits**. We may obtain the abovementioned personal information from third party service provider. Before we obtain your personal information indirectly from a third party service provider, we shall request the third party service provider to clearly notify you of the personal information it provides in accordance with the law, to obtain your separate consent in accordance with the law and to undertake the legality and compliance of the sources of the personal information it provides.

1.1. 当您参与我们的招聘活动时，为了了解您的履历背景，并与您及时取得联系，我们会收集您的以下个人信息包括：姓名；性别、种族、年龄；国籍；生日；电话；电子邮箱；职业；教育经历；工作经历和经验；住所地；**目前及期待薪资福利**。我们可能会从第三方服务商处获取您的上述个人信息，在我们从第三方服务商处间接获取您的个人信息前，我们会要求第三方服务商通过其隐私政策向您明确告知其提供的个人信息，依法取得您的单独同意，并要求其对所提供个人信息来源的合法性和合规性做出承诺。

1.2. When you accept our invitation for an interview: we will collect your **ID card** for the purpose of checking its authenticity of your identity by verifying its original at the interview. In order to analyze your personal information background and ability for purpose of employment selection and employment qualifications, we will collect your academic credentials, professional skill and relevant certificates, marital status (general status without detailed inquiry) and health status (general status without detailed inquiry).

1.2. 当您接受我们的邀请参与面试时：为了在面试时，通过当面核查身份证原件的方式，来核实您身份的真实性，我们将收集您的身份证。为了对您的个人信息背景和能力进行分析，从而进行用工选择以及用工条件的确定，我们将收集您的学历证书；职业技能及相关证书；婚姻状况（总体状况，不作详细询问）；健康状况（总体状况，不作详细询问）。

2. Disclosure of Personal Information

2. 个人信息的披露

2.1. If the interview for your position requires the participation of overseas headquarters of the Company (Bracco Imaging S.p.A), your **name, telephone number, email address, nationality, date of birth, occupation, education and work experience** will be transmitted to Milan, Italy, for the purpose of the interview by the employees of the Bracco Imaging S.p.A. and retained for 3 years. You may exercise your rights as the owner of personal information by contacting the offshore recipient at the contact information noted in the signature area of the email invitation for interview.

2.1. 若您的岗位面试需要境外公司总部 (Bracco Imaging S.p.A.) 参与的, 您的**姓名、电话、电子邮件、国籍、生日、职业、教育经历、工作经历**将因公司总部员工面试之目的传输至意大利, 米兰, 并留存 3 年。您可以通过面试邀请邮件的签名处备注的联系方式联系境外接收方行使您作为个人信息主体的权利。

2.2. Based on reasonable business needs, the Company will entrust a third party vendor or service provider to provide data processing services for the Company. If a third party provides background investigation services, we shall enter into relevant agreement with such third party vendor or service provider to stipulate the purposes, methods, scope and kinds of the processing of your personal information by such third party vendor or service provider and require such third party vendor or service provider to take appropriate protection measures to protect the security of your personal information.

2.2. 出于合理业务需要, 公司将委托第三方供应商或服务提供商为公司提供数据处理服务, 如第三方背调公司, 我们将与该等第三方供应商或服务提供商签署相关的协议, 以约束其处理您的个人信息的目的、方式、范围、种类, 并要求其采取适当的保护措施以保护您的个人信息安全。

3. Storage of Personal Information

3. 个人信息的保存

3.1. Unless your personal information is exported for the purpose of interview by employees of the headquarters of the Company, your personal information will be kept in **China** for 3 years after your participation in our recruitment activities, and after the expiration of the term, the Company will delete your personal information (but if any candidate is hired by the Company, the provisions of the Company's internal rules and regulations shall apply). The Company will maintain the confidentiality and security of the personal information we collect and will permit access to it only to those employees who are obligated to process the personal information for the above purposes. You are kindly advised, however, that the aforementioned measures do not guarantee that the transmission and storage of personal information will be completely secure or error free.

3.1. 除非因公司总部员工面试之目的而出境您的个人信息, 您的个人信息将保存在**中国境内**, 并将在您参与我们招聘活动后的 3 年内继续保存, 期限届满后公司将删除您的个人信息 (但是如果应聘人员被公司录用, 适用公司内部规章制度的规定)。公司将对所收集的个人信息采取保密和安全保护措施, 仅授权为上述目的有义务处理个人信息的员工方可访问该等信息。但是, 您需要注意, 前述措施无法确保个人信息的传输和存储是完全安全的或无错误的。

4. Your Rights to Your Personal Information

4. 对您个人信息享有的权利

4.1. You may request to view and copy the personal information we collect about you and may request a copy of your personal information from us. Please notify us immediately of any changes to your personal information or of any fact that the personal information we collect about you is inaccurate or incomplete so that the personal information we keep about you is accurate and up-to-date. If you find that any of your personal information is inaccurate, you have the right to request correction of your personal information. You may request us to delete your personal information if you believe that we collect, use, transfer or disclose your personal information in contravention of the law or the agreements we have entered into with you.

4.1. 您可以申请查看和复制我们收集的关于您的个人信息, 并可以向我们申请获取您的个人信息的副本。如果您的个人信息有任何变更或者您发现我们收集的您的个人信息不准确或不完整, 请立即通知我们, 以使我们保存的关于您的个人信息是准确的且实时最新的。如果您发现您的任何个人信息是不准确的, 您有权要求对您的个人

信息进行修正。如果您认为我们违反法律规定或者与您的约定收集、使用、转让或披露您的个人信息的，您可以要求我们删除您的个人信息。

4.2. You may also exercise other rights to your personal information that you have under the applicable laws.

4.2. 您还可以行使依据适用法律对您的个人信息享有的其他权利。

4.3. If the candidate have any other question or need in respect of personal information processing, please contact the Company's Human Resources Department (Contact: **【Braccochina.Recruitment】**; Information: **【Braccochina.Recruitment@bracco.com】**).

4.3. 如应聘人员对于个人信息处理方面有任何其它疑问或需求，请与公司人力资源部联系，联系人：**【Braccochina.Recruitment】**；联系方式：**【Braccochina.Recruitment@bracco.com】**。

5. Change of Language

5. 文本变更

5.1. We may change or update this notice from time to time in our recruitment systems to reflect changes to our approach to the management of personal information. Please review this notice from time to time so that you will be informed of any changes.

5.1. 我们可能会通过在我们的招聘系统中不时更改或更新本告知书，以体现我们个人信息管理措施的变化。请不时查看本告知书，以便您了解任何变更。