



Privacy Statement for Candidates

This privacy statement for candidates supplements the Orbis Privacy Policy available on the Orbis website (www.orbis.com) and this should be read together with that policy. If there is any conflict between the two, this statement takes precedence.

What personal data do we collect from you?

Orbis collects the following personal data provided by you when you apply for a position with Orbis:

- contact information including first name, last name, telephone numbers and e-mail address
- the information you provide in your resumé or c.v., transcripts and cover letter
- if given an offer of employment, additional data necessary for onboarding, such as a copy of your passport, home address, emergency contact details and responses to compliance questionnaires
- demographic information, such as gender and race/ethnicity

This list is not exhaustive and Orbis may collect more personal data where it is required by law or because it is in our legitimate interest to do so. If you visit our offices, closed-circuit television (CCTV) may operate outside the building and inside the building in public areas for security purposes.

What personal data do we collect from third parties?

We collect data from third parties during the recruiting process to comply with Orbis' legal obligations or because Orbis has a legitimate interest to do so. This includes confirmation of your qualifications, results of screening tests and/or information from the references you provide.

Why we use your personal data

We collect and may use your data (other than demographic data) to evaluate your application for employment with Orbis, and to comply with our legal obligations.

We collect and use your demographic information to improve our recruitment processes and to measure our progress in making Orbis a more diverse and inclusive place to work.

We may disclose your information to third parties

We may disclose your personal information to other members and employees of the Orbis Group for the reasons set out above. We will take steps to ensure that personal data is accessed only by Orbis people that have a need to do so for the purposes described in this policy.



We may also share your personal data with companies that provide services to the Orbis Group for the purpose of evaluating candidates. Third parties with whom we share data will be subject to confidentiality requirements and they will be contractually required to use your personal data only as described in this privacy policy. ***We will not sell your personal information or share it with third parties for use in marketing their products and services.***

Orbis and/or the third parties may be required to disclose your personal data to the extent required by relevant regulatory, tax or foreign exchange authorities or law enforcement officials.

We may transfer your personal data outside the jurisdiction in which you reside

The Orbis Group maintains physical, electronic and procedural safeguards to protect your non-public personal information. Even though we have taken significant steps to ensure that your personal information is not misused, you should know that we cannot fully eliminate security risks associated with personal information. Certain countries may have different data protection standards to those which apply in the jurisdiction where you reside.

For residents of the European Economic Area (“**EEA**”) or the United Kingdom (“**UK**”), the personal data that we collect from you may be transferred to, and stored at, a destination outside the EEA or the UK, as applicable. Personal data may be processed by individuals operating outside of the EEA or the UK who work for the Orbis Group or for one of our suppliers (including cloud service providers), and/or by regulators, tax and governmental authorities. This includes transfers of personal data to Australia, Bermuda, Canada, Hong Kong, Japan, Luxembourg, the United Kingdom and the USA. Where we transfer your personal data outside the EEA or the UK, we will ensure that it is protected in a manner that is consistent with how your personal data would be protected by us in the EEA or the UK, as applicable, in compliance with applicable data protection law.

How long we hold your personal data varies

The length of time that Orbis holds your data for will be determined by (i) the purpose for which we are using your personal data and (ii) any laws or regulations that may set a minimum or maximum period for which we have to keep your personal data.

Your legal rights

Your legal rights in relation to the personal data that we hold about you depend on the legal jurisdiction in which you reside and/or the jurisdiction where Orbis operates. In some jurisdictions, you can request that Orbis (a) provides you with a copy of your personal data, (b) corrects your personal data (c) erases your personal data and/or (d) restricts our processing of your personal data. In some jurisdictions, you may also object to Orbis' processing of your personal data. These rights will be limited in some circumstances, for example, where Orbis must comply with a legal obligation that conflicts with these rights. You can find out more information about your rights by contacting the data protection regulator in your jurisdiction.



Get more information

If you would like further information on how Orbis uses your personal data, the exercise of any of the rights listed above or have a complaint, you may send an email to privacy@orbis.com.

You may contact the Privacy Officer for Orbis Investments (Canada) Limited and Orbis Investment Advisory (Canada) Limited by sending an email to privacy@orbis.com.

If you are an EU resident and you have a concern about how we handle your personal information, you can contact your local supervisory authority. A full list can be found [here](#).

If you are an UK resident and you have a concern about how we handle your personal information, you can contact the Information Commissioner's Office [here](#).

This privacy policy is effective May 2021. If we change it, we will post a new version to the Careers section of www.orbis.com.