

## PRIVACY & COOKIE POLICY

***Last revised:*** March 1, 2025

Recruo LTD, together with its affiliates, associates, and partners ("**Company**", "**we**", "**us**," or "**our**"), operates this website (the "**Website**", "**Platform**").

In the course of using the Website, the Company may collect some information that could be used to identify you. We call this information "**personal data**". We control the collection and processing of personal data relating to individuals who interact with us ("**data subjects**" or "**you**"). The data subjects may include (without limitation) visitors and users of the Website ("**users**").

By using the Website as well as engaging with us in any way, you agree to the collection and use of your information in accordance with this Policy.

Please read this Policy that explains:

- what personal data we collect;
- how we use, maintain, and otherwise handle your personal data;
- the conditions under which we may disclose your personal data to others;
- how we keep your personal data secure; and
- the rights available to you regarding your personal data.

The Company ensures that this Policy is in compliance with the following Laws:

- **EU:** Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016;
- **Ukraine:** Law of 1 June 2010 No. 2997-VI on Personal Data Protection;
- **US:** Privacy Act of 1974, Virginia Consumer Data Protection Act, California Consumer Privacy Act (as amended by California Privacy Rights Act), Colorado Privacy Act, Utah Consumer Privacy Act, Connecticut Data Privacy Act, and other state data privacy Laws.

Additionally, we assume that in the course of our normal activities, we may unintentionally receive, store, process, and transfer the personal data of individuals who are located in countries or regions not mentioned in this Policy. However, we guarantee for these people a level of personal data protection and security no lower than that required by the legislation of the aforementioned countries.

### PERSONAL DATA THAT WE COLLECT

Below is a list of types of personal data that we may collect and use about you:

- **Contact details:** information we use to contact you, including e-mail address, phone number, and user IDs in messengers and telecommunication applications;
- **Identification details:** information we use to identify you, including full name, age, gender, place of residence etc;

- **Other information:** such as interests and preferences, as well as any other personal data provided by data subjects at their own initiative.

Please note that the specific range of personal data we collect varies on a case-by-case basis and, among other things, depends on how you interact with us.

Moreover, we can collect some amount of information about you (such as your language preferences, operating system, device settings, etc.) using the cookies and other similar technologies on the Website (please see details in Section **“Use of Cookies”**).

## **PROCESSING OF PERSONAL DATA IN CONNECTION WITH RECRUITMENT ACTIVITIES**

In connection with recruitment-related activities or services provided by us (including operating tools that assist with candidate search, screening, or communication), we may collect, use, and process personal data of job applicants, candidates, recruiters, or other individuals involved in hiring processes.

This may include:

- contact details (e.g., name, e-mail address, phone number);
- identification and professional details (e.g., age, gender, current job title, employer);
- documents and information submitted as part of the application process (e.g., CV, motivation letters, portfolios, LinkedIn profile);
- data from publicly available sources (e.g., professional social networks, company websites);
- assessment results or interviewer notes (where applicable).

We process such data for the purposes of:

- facilitating communication between candidates and recruiters;
- assessing qualifications and suitability of candidates;
- improving our recruitment platform’s functionality and candidate experience;
- complying with legal obligations in employment-related matters (e.g., non-discrimination, data retention).

The legal basis for this processing may include:

- the performance of a contract (or pre-contractual steps) at the request of the data subject;
- our legitimate interests (e.g., improving recruitment tools or facilitating hiring processes);
- your consent, where explicitly given (e.g., for data sharing with third parties or retention for future opportunities);
- legal obligations under applicable employment or anti-discrimination laws.

We do not use automated decision-making in the recruitment process that would produce legal or similarly significant effects on data subjects without human involvement.

When you submit an application or provide your CV through our Platform, your information

may be made available to third-party employers or recruiters using Recruo. Such transfer occurs at your own initiative and in accordance with the platform's functionality.

## **PERSONAL DATA THAT WE DO NOT INTENTIONALLY COLLECT**

Below is a list of types of personal data that we don't collect and use about you:

- **Sensitive personal data.** We do not deal with any sensitive personal data, meaning data that reveals racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, data concerning health, or data concerning sex, life, or sexual orientation. We do not require such information and ask you to avoid its disclosure.
- **Personal data of children.** We do not knowingly solicit, collect, or process personal data about children. If you are under 18, please do not give us any information about yourself. If we find out that we somehow gained access to the personal data of children, we will delete such data without further delay.

## **HOW WE COLLECT THE PERSONAL DATA**

We receive personal data directly from you when you interact with us, especially when:

- you visit and use the Website, participate in its features (including and without limitation by using the cookies and other similar technologies as further explained in Section **"Use of Cookies"**);
- you participate in any of the Company's activities;
- you contact us for some purposes;
- you request us to provide any other information.

In general, you are not obliged to provide your personal data to us. However, we will probably not be able to fulfill your requests or provide you with access to our Platform. If you ask, we will advise you whether the provision of your personal data is mandatory in that particular case (and of possible consequences if you do not provide us with it).

Please note that we may combine personal data about you collected from different sources.

## **HOW WE USE THE PERSONAL DATA**

The Company may use your personal data for the following purposes:

- to manage the Website, namely by doing the following:
  - allowing users to visit and search through the Website;
  - enabling users to participate in its features;
  - improving the Website operation and enhancing user experience;
  - creating, publishing, and improving content most relevant to users;
  - troubleshooting, investigating, and fixing Website-related errors.
- to meet the requirements set forth in domestic and/or international law (for example, health and safety, taxation, accounting, reporting, anti-money laundering laws, etc.) to comply with the court orders and other legitimate requests of authorized bodies;

- to protect the rights, property, and safety of the Company and third parties (e.g., prevent fraud and other prohibited or illegal activities);
- for operating our business in an efficient and proper way, including managing our financial position, business capability, planning, adding and testing systems and processes, managing communications, corporate governance, and audit;
- to answer your requests to us.

## LEGAL BASIS FOR PROCESSING OF YOUR PERSONAL DATA

The legal basis upon which we collect, use, store, and otherwise process your personal data will depend on the personal data concerned and the specific purpose for which it is needed.

In general, we rely on one of the following grounds:

- **Our legitimate interest in:**
  - Keeping our records up to date;
  - Improving the Website and telling you about this;
  - Being efficient about how we fulfill our legal and contractual duties;
  - Complying with rules and guidance from regulators.

You may be assured that we use your personal data in ways that you would reasonably expect, and our legitimate interest serves as a legal basis for collection and processing your personal data only if, and to the extent it does not interfere with your rights and freedoms.

- **Your explicit consent:** in other words, when you allow us to process your personal data for a specific purpose.
- **To comply with our legal obligations, including and without limitation:**
  - to satisfy any requirement of domestic and/or international law (for example, health and safety, taxation, accounting, reporting, anti-money laundering regulations, etc.);
  - to comply with court orders or other legitimate requests of authorized bodies; or
  - to assert and/or defend against legal claims.

Please be assured we will handle your personal data only in line with the purpose for which it was collected. If at any moment we intend to process your personal data for any other purpose, we will not do this without sending you respective notification / your prior explicit consent (subject to the exclusions and limitations which may be provided in the provisions of domestic and/or international law).

**NOTE:** If you share the personal data of any third person with us, you ensure that you have received freely given, specific, informed, and unambiguous consent of that person to such transfer and further processing of respective data by us, and you may present appropriate evidence of it upon request.

## OUR ROLE AS DATA CONTROLLER AND DATA PROCESSOR

Depending on the context of data processing, we may act either as a “data controller” or a

“data processor” under applicable data protection laws.

- We act as a data controller when we collect and process personal data for our own purposes (e.g., platform analytics, marketing, communication with users).
- We act as a data processor when we process personal data on behalf of our clients (e.g., employers or recruiters) who use the Recruo platform to manage recruitment workflows and process candidate information. In such cases, our clients are responsible for ensuring that data subjects (e.g., job applicants) have been properly informed and have provided consent (where applicable).

When acting as a data processor, we process personal data only in accordance with our clients' instructions and under the terms of a Data Processing Agreement (DPA).

## **HOW LONG WE KEEP YOUR PERSONAL DATA**

To determine the appropriate retention period for your personal data, we consider (1) the amount, nature, and sensitivity of the personal data in question; (2) the potential risk of harm from unauthorized use or disclosure of your personal data; (3) the purposes for which we process your personal data; (4) whether we can achieve those purposes through any other means; and (5) the applicable legal requirements.

We do not keep your personal data for any longer than is necessary (a) to fulfill the purpose for which we collected it (you may find more details in Section **“How we use the personal data”**); (b) to comply with domestic and/or international law, or other regulatory obligations (for instance, accounting or reporting requirements) that apply to our business; or (c) to assert and/or defend against legal claims.

For example:

- we will keep your personal data, collected based on your consent, for the term you explicitly agreed with;
- we will keep your personal data, collected and processed based on terms of use of the Platform, for the term of validity of such a terms and some period after that, given the conditions of such terms;
- we will keep your personal data obtained in connection with your inquiry, request and/or complaint – until the matter of such inquiry, request, and/or complaint is resolved.

Personal data submitted by candidates (e.g., CVs, cover letters, application data) through the platform on behalf of a recruiter or employer may be stored until the relevant recruitment process is completed or in accordance with the terms agreed between the recruiter and the data subject. We do not determine such retention periods when acting solely as a processor.

## **YOUR RIGHTS WITH RESPECT TO PERSONAL DATA**

As a data subject, you have certain rights under domestic and/or international law in relation to the personal data we hold about you. The processing of your personal data may be subject to:

- European Union data protection legislation, including the General Data Protection Regulation (for instance, when you are physically located in one of the European Union/ European Economic Area countries), or
- Ukrainian data protection legislation, including the Law of 1 June 2010 No. 2997-VI on Personal Data Protection, or
- US data protection legislation, including Privacy Act of 1974, Virginia Consumer Data Protection Act, California Consumer Privacy Act (as amended by California Privacy Rights Act), Colorado Privacy Act, Utah Consumer Privacy Act, Connecticut Data Privacy Act, and other state data privacy Laws.

Where the processing of your personal data is subject to the mentioned data protection Laws, at a minimum, you have the set of data subject rights provided below.

### **Right of access**

If you ask us, we will confirm whether we are processing your personal data and, if necessary, provide you with a copy of such personal data (along with other details). There are some limitations and exceptions concerning this right, for example, where information is legally privileged or if providing you with the information would reveal any personal data of another person.

### **Right to data portability**

In certain circumstances, you have the right to receive your personal data provided by you to us and reuse it elsewhere or send such data to another organization (or ask us to do so if technically feasible); this is regarding where (1) our lawful basis for processing the personal data is consent or necessity for the performance of our contract with you, and (2) the processing is carried out by automated means.

### **Right to rectification**

You may require us to update or correct any inaccurate personal data or complete any incomplete personal data concerning you. If you do, we will take reasonable steps to check the accuracy and correct your personal data. Please let us know if any of your personal data changes so that we can keep it accurate and up-to-date. If you are entitled to rectification and if we have shared your personal data with others, we will let them know about the rectification where possible. If you ask us where it is possible and lawful for us to do so, we will also tell you who we have shared your personal data with so that you can contact them directly. Also, note that the Company is not required to notify third parties to whom your personal data has been disclosed of any rectification when such notification involves an unreasonable burden or disproportionate effort.

### **Withdrawal of consent (right to opt-out)**

If we rely on your explicit consent as our legal basis or any other legal basis mentioned in this Policy for processing your personal data, you have the right to withdraw that consent or to opt out of data processing (unless we have a separate legitimate ground for further processing) at any time by contacting us (please see details in Section "Contacts" herein

below). It will not affect the lawfulness of processing before you decide to opt out or withdraw your consent.

### **Right to object**

You can ask us to stop processing your personal data, and we will abide so if we are:

- relying on our legitimate interest to process your personal data, except if we can demonstrate other compelling legal grounds for the processing; or
- processing your personal data for direct marketing purposes.

### **Right to erasure**

You can ask us to delete your personal data in some circumstances, for instance, if you withdraw your consent (where applicable). For situations where, in accordance with the provisions of domestic and/or international law, we fulfill your request, the Company will delete your personal data without undue delay. If you are entitled to erasure and if we have shared your personal data with others, we will let them know about the erasure where possible. If you ask us where it is possible and lawful for us to do so, we will also tell you who we have shared your personal data with so that you can contact them directly. Also, note that the Company is not required to notify third parties to whom your personal data has been disclosed of any deletion when such notification involves a disproportionate effort or unreasonable burden.

### **Right to restriction of processing**

You can ask us to 'block' or suppress the processing of your personal data in certain circumstances (such as where you contest the accuracy of that data or you object to us), so that we no longer process that personal data until that restriction is lifted. If you are entitled to restriction and if we have shared your personal data with others, we will let them know about the restriction where it is possible for us to do so. If you ask us where it is possible and lawful for us to do so, we will also tell you who we have shared your personal data with so that you can contact them directly.

### **Rights in relation to automated individual decision-making, including profiling**

You have the right to be free from decisions based solely on automated processing of your personal data, including profiling, unless these are necessary for entering into, or the performance of, a contract between you and us, or unless we do so based on your explicit consent (still such consent can be withdrawn as described in Subsection **"Withdrawal of consent"**).

This is why we normally request your consent before analyzing your personal data (on our own or via our providers) to build individual profiles. These profiles may be used to discover your interests and display targeted advertisements online. The aim is to provide you with offers that are relevant and interesting for you. The profiling is based on interaction with our Website, e-mails, and content. As we will not collect your name and other important personal data, such as your addresses or bank details, in the course of such profiling, we expect that such profiling will have no further impact other than providing you with a more

pleasant user experience when surfing the Internet. We will make no automated decisions that would result in legal effects or similarly significantly affect you.

No decisions based solely on automated processing, including profiling, which produce legal effects or similarly significantly affect you, are made by us.

### **Right to file a complaint**

If you have a concern with respect to the way we process your personal data, you can report it to the relevant supervisory authority (please see details in Section **"Complaints"** herein below).

Please note that these rights are not absolute and, in certain cases, are subject to conditions as specified in the provisions of domestic and/or international law. For instance, it may happen if we have an overriding interest or legal obligation to continue to process your personal data.

You can exercise the above rights, where applicable, by contacting us directly (please see details in Section **"Contacts"**). We will respond to your request within the statutory period and typically seek to resolve the matter within one month. We will require you to provide satisfactory proof of your identity in order to ensure that your personal data is disclosed only to you.

While we will make reasonable efforts to accommodate your request, we reserve the right to reject such access requests or to impose restrictions or requirements upon such requests if required or permitted by provisions of domestic and/or international law but will explain "why" if we do so.

### **SHARING AND TRANSFERRING PERSONAL DATA**

Please note that your personal data may be processed outside of the European Economic Area, the United Kingdom, or the United States, particularly in Ukraine. Please be informed that Ukraine is not determined by some countries as a country that offers an adequate level of data protection, which entails certain risks of losing the protection provided under the applicable legislation when your personal data is transferred outside of the European Union/ European Economic Area, the United Kingdom, or the United States. Moreover, we may transfer your personal data to other countries.

If it's required under the applicable legislation, we have in place appropriate contractual clauses or arrangements implemented in the agreements executed with our partners and third-party service providers in order to provide adequate protection for the transfer of your personal data.

The Company may exchange your personal data with its affiliates, associates, and partners. Moreover, we may share your personal data with our partners and third-party service providers (as described below) where and to the extent necessary in connection with the purposes described in this Policy. Anyway, you may be assured that we do not share personal data with third parties except as (a) necessary for our legitimate professional and business needs; (b) necessary to carry out your requests; (c) necessary to provide our

Platform to you; (d) pursuant to your explicit consent; (e) required or permitted by law; and/or (f) as otherwise described in this Policy.

Where we believe that processing or other business activities on our behalf or in our interest are better performed by third parties ("**Third-party service providers**"), we may outsource respective operations to them and, consequently, transfer your personal data to those persons, such as our IT systems providers, website hosting providers, data analysis, data backup, security, and cloud storage services, consultants and other providers. We only share personal data that they reasonably need to provide their services and will not transfer your personal data to any third parties for their own direct marketing purposes. We ensure that third-party service providers are authorized to use your personal data only as necessary to provide services on our behalf or in our interest.

Please note that the storage of your personal data on servers and/or on software made available or hosted by third-party service providers shall not be considered a disclosure of your personal data to third parties as far as third-party service providers do not have direct access to it. In all events, we shall ensure by contract that our third-party service providers protect your personal data that is shared with them.

In an ongoing effort to better understand users of our Website, we may analyze anonymous and aggregate information in order to operate, maintain, manage, and improve our Website. This aggregate information does not identify you personally. We may share this aggregate data with our customers, third-party service providers, and other persons. We may also disclose aggregated user statistics in order to describe the Platform (or pursue other lawful purposes) to current and prospective business partners and other persons.

In certain situations, we may be required to disclose your personal data where we have a legal necessity or obligation to do so, including to meet the requirements set forth by domestic and/or international law. For instance, we may disclose your personal data to assert and/or defend against legal claims.

In the event of a sale, merger, receivership, or transfer of all assets of the Company, we reserve the right to assign or share your personal data with such third parties and their advisors. Please be assured that you will be sent notice of such an event should it occur with the ability to opt-out of such a transfer unless the Company and/or such third parties have a separate legitimate ground for such transfer and further processing of your personal data.

## **PERSONAL DATA SECURITY**

The Company has security measures in place to protect the information we process (including your personal data), which involve preventing, detecting, investigating, and resolving security threats, both during transmission and once we receive it.

We do our best to protect your personal data, whether in electronic or tangible form (e.g., hard copy), by sticking to appropriate internal policies and using state-of-the-art technical and organizational measures that follow the applicable requirements for the safe and lawful processing of personal data.

Moreover, we restrict access to your personal data to authorized individuals among internal personnel, agents, or contractors of the Company who need to access your personal data to perform specific tasks. Your personal data is contained behind secured networks and is only accessible by a limited number of persons who are required to keep the information confidential.

Although we use industry-standard precautions to safeguard your personal data, the transmission of data over the Internet (including by e-mail) is never completely secure. We endeavor to protect personal data, but 100% complete security does not presently exist anywhere online or offline. For this reason, you should take care in deciding what information you send to us, especially when you do so at your own initiative.

## USE OF COOKIES

This Section explains how and why cookies and any other tracking technologies may be stored on and accessed from your device when you visit or use our Website.

Please read this Section carefully before using our Website.

**What are "cookies"?** Cookies (or similar technologies) are tiny text files containing small amounts of data about you and your interaction with our Website. Cookies work by assigning users unique reference codes (identifiers) that are placed on their devices when they access the Website. Later (if they last longer than a web session), they are sent back to the originating Website on each subsequent visit or to another Website that recognizes them.

Please note that our Website may also contain other tracking technologies such as "**pixels**" (or "**web beacons**"). These are typically small transparent images that provide us with Website statistics. They are often used in conjunction with cookies, though they are not stored on your device in the same way. As a result, if you disable cookies, pixels may still load, but their functionality will be restricted. For simplicity, all such technologies are further collectively referred to as "**cookies**".

Some cookies are critical for the proper functioning of our Website ("**Necessary Cookies**"), whereas others help us personalize and improve your experience while using the Website (such as "**Preference Cookies**", "**Statistic Cookies**", and "**Marketing Cookies**"). A list of cookies employed by us and third parties through our Website is described in the Subsection "What cookies are used on this Website" herein below.

Cookies can remain on your device for different periods of time. Some of them are "**Session Cookies**" – they are only stored on the device during your browser session. In other words, they are automatically erased when you close your browser. Other ones, like "Persistent Cookies" will remain on your device even after your browser session has ended until you manually erase them or as they expire. They are used, for example, to remember you when you return to the Website.

Our Website uses both 'first' and 'third' party cookies depending on the domain placing/providing them. First-Party Cookies are those set directly by this Website, whereas Third-Party Cookies are placed or provided by other domains (please see the list of such

third parties herein in Subsection "**Third parties**"). Please note that we have no (or limited) control over Third-Party Cookies.

If you are accessing our Website from the United States or other non-European Union/ European Economic Area countries, you have the right to restrict us from storing and accessing any cookies, pixels, and other tracking technologies that do not refer to Necessary Cookies by contacting us (please see details in Section "**Contact**" herein below).

If you are accessing our Website from the European Union/ European Economic Area, the United Kingdom or the United States, you will see a cookie banner on your first visit.

By clicking 'Accept' on the cookie banner, you give us your consent to store and access cookies as described in this Section.

By clicking 'Reject' on the cookie banner, you do not allow us to store and access any cookies, pixels, and other tracking technologies that do not refer to Necessary Cookies. However, it may disrupt the normal functioning of our Website (and have an adverse impact on your user experience).

**Data collected.** Our Website uses cookies to record web-session information, including:

- the date and duration of your visit to the Website;
- the web pages that you viewed during your visit;
- your IP address;
- the type and version of browser you used; and
- your device's operating system and other settings.

We use the information that we gather in order to evaluate the Website's usage, content, navigability, and composition. This statistical analysis allows us to improve our Website, make your user experience more enjoyable.

**How we use cookies.** We use cookies for a number of reasons, like ensuring the proper functioning of our Website, improving your user experience, trend analysis, and measuring the effectiveness of this Website.

**What we don't do with cookies.** We never share or sell any information about you (including your personal data) except as and to the extent expressly stated in our policies and/or communications with you. Please also be assured that cookies cannot be used to run programs or deliver viruses to your devices.

**Consent for cookies.** In most cases, we will need your consent in order to use cookies on this Website. The exception refers to Necessary Cookies that are needed to carry out the transmission of a communication over a network or essential to the inherent functionality of the Website – such cookies are used automatically, by default, once you access our Website.

**Third parties.** As mentioned above, if you visit a Website and another entity sets a cookie through that Website, this would be a Third-Party Cookie. Some of the cookies we place on our Website could be provided by trusted third parties. As a result, such other entities may obtain and process some data about you as set out in their policies – you may find more

details in this regard in the table below.

**What cookies are used on this Website?** You can find the details of cookies used on this Website below:

- **Necessary Cookies.** These cookies are essential to allow you to browse around the Website and use its features – they enable the basic functionality of the Website like network management, webpage navigation, and access to secure areas of the Website. Necessary cookies cannot be turned off in our systems. However, you may disable these by changing your browser settings (as described in Subsection "Disabling cookies" herein below), but this may have an adverse impact on how the Website functions.
- **Preference Cookies.** We use preference cookies in order to remember choices you make when you use the Website, like your preferred language. This information changes the way the Website behaves or looks and helps to make the visits more tailored and pleasant.
- **Statistic Cookies.** Statistic cookies collect anonymous information on how people use our Website. We integrate these cookies to obtain statistical information that tells us how long users spend on the Website, how they use its web pages, which ones are most viewed, and whether any errors occur. In the end, it helps to improve the user experience while browsing our Website. The data stored by these cookies is usually anonymized, i.e., doesn't show personal details from which your individual identity can be established.
- **Marketing Cookies.** Marketing cookies are used to track users' behaviour across the Website. These cookies collect information about your browsing habits in order to make our or third-party websites more relevant to your particular interests.
- **Disabling cookies.** Most internet browsers are initially set up to automatically accept cookies. You can manage cookies by adjusting the appropriate settings on your browser, although some of our Website features may not function as a result.

You can follow the links provided below to manage the cookie settings on your device depending on the browser you use:

- if you use Google Chrome, see the details via [the following webpage](#);
- if you use Mozilla Firefox, see the details via [the following webpage](#);
- if you use Internet Explorer, see the details via [the following webpage](#);
- if you use Opera, see the details via [the following webpage](#);
- if you use Microsoft Edge, see the details via [the following webpage](#);
- if you use Safari (on iPhone, iPad, or iPod touch), see the details via [the following webpage](#);
- if you use Safari (on MacBook), see the details via [the following webpage](#);
- if you use Samsung Internet (on your phone), see the details via [the following webpage](#).

Moreover, you can find useful information about managing cookie preferences on the [All About Cookies website](#) – it is a free resource that explains:

- what cookies are and how they are used (available at [the link](#));

- how to delete cookies from your browser (available at [the link](#)).

## **LINKS TO OTHER WEBSITES**

Our Website (including this Policy) may contain links to other websites, and you should review the privacy policies on those sites. We have no responsibility for the policies and practices of those sites.

## **CHANGES TO THIS POLICY**

We may from time to time, modify this Privacy, upon which we will also update the 'Last Revised' date stated herein above. Even though we may inform you about any changes hereof (especially by sending you an electronic notice if you provided us with your e-mail address), you are still advised to visit this page regularly for the latest information on our privacy practices with regard to our privacy practices.

## **COMPLAINTS**

If you consider that your personal data is processed in contradiction with the provisions of domestic and/or international law, we ask you to inform us about such a contradiction, and we will resolve it as soon as possible (please see details in Section "Contacts" herein below). Additionally, you also have the right to file a complaint directly with the respective personal data protection authority, namely:

- EU national data protection authorities (contacts are available at the following link: [https://edpb.europa.eu/about-edpb/about-edpb/members\\_en](https://edpb.europa.eu/about-edpb/about-edpb/members_en));
- Ukrainian national data protection authority (the official website of the Ukrainian Parliament's Commissioner for Human Rights is available at the following link: <https://ombudsman.gov.ua/uk/zayavniku>);
- US national data protection authorities:
  - The Federal Trade Commission (jurisdiction over most cases) – official website is available at the following link: <https://www.ftc.gov/>,
  - The California Privacy Protection Agency (jurisdiction over the California state) – official website is available at the following link: <https://coppa.ca.gov/>,
  - State Attorneys (jurisdiction over each other states in the US) – contacts are available at the following link: <https://www.justice.gov/usao/us-attorneys-listing>.

## **CONTACTS**

If you (a) have any questions or complaints regarding this Policy or the way your personal data is processed; (b) would like to report any suspicious activity, including automated messages or calls from parties you cannot identify; or (c) would like to exercise a legal right in relation to your personal data, please contact us via the address below.

Postal address: 71-75, Shelton Street, Covent Garden, London, WC2H 9JQ, UNITED KINGDOM

Email: [odatskiv@recruo.com](mailto:odatskiv@recruo.com)