### Terms and Conditions

At Desh Care International we are committed to protecting your privacy. The following privacy statement explains how we protect applicants' information gathered via this website. If you, as a visitor choose to submit information to this website, you agree to the use of such data in accordance with this privacy statement. Desh Care International has in place generally accepted standards of technological security for the purpose of protecting information provided by visitors from misuse, loss, or corruption. Only authorised personnel have access to personally identifiable information submitted through the website. Such employees are required to maintain the confidentiality of this sensitive data.

### Information collection

As a visitor, you do not have to submit any personal information in order to use the website. The site collects only personally identifiable information that is specifically and voluntarily provided by visitors. Such information may consist of, but is not limited to, your name, current job title, address, e-mail address and telephone number.

#### Information use

In acknowledging an application we are not verifying the content, accepting the application or making any offer of employment or engagement. We are not obliged to accept any applications. Personal details you provide in this application, or separately in connection with your application: will be held on a manual file and/or on our computer systems by Desh Care International will be used to deal with your application, to satisfy legal requirements and for statistical analysis. By storing and submitting your information you are agreeing to your application data being processed for the purposes of communication regarding recruitment and for the consideration of your application/s.

#### Access to information

We are dedicated to providing reasonable access to visitors who wish to review the personal information retained when they apply via our website and correct any inaccuracies it may contain. To do this, visitors who would like to request a copy of their personal information should contact us. In all cases we will treat requests to access information or change information in accordance with applicable legal requirements.

# Information security

We have in place reasonable standards of technology and operational security to protect all information provided by visitors from loss, misuse, alteration or destruction.

# Changes to our privacy policy

Desh Care International reserves the right to modify or amend this privacy statement at any time and for any reason. Nothing contained herein creates or is intended to create a contract or agreement between Desh Care International and any user visiting the website or providing identifying information of any kind.

# Equality and diversity

We are committed both to promoting equality and diversity within the organization and to Equal Opportunities in employment. We believe in equality of opportunity regardless of race or racial group (including colour, nationality, ethnicity, national origins), religion or belief, age, disability, sexual orientation, sex, gender re-assignment and gender identity, marriage and civil partnership, and pregnancy, maternity and paternity. This also includes any incidents of perceptive or associative discrimination and harassment. All employment decisions are made entirely on merit.

# Data Protection and Confidentiality

We acknowledge that your contact details and application data (as defined above) ("your information") may be confidential. We will maintain the confidentiality of and protect your information in accordance with our normal procedures and all applicable laws. We may use your application data and contact details solely for the purposes of recruitment, as more fully described above. We may use information obtained about you from monitoring your use of this website solely for internal purposes including site performance, evaluation site use and creating of marketing reports to aid future marketing of information about us and our products. Personal data collected by monitoring will be aggregated, no personal or sensitive personal data will be used other than for the purpose for which it was originally obtained.

Your information may be controlled and processed by any of our offices. You acknowledge and agree that the location of our offices may change from time to time and that we may acquire other offices in any number of other countries or territories at any time, any one or more of which may act as a controller of and/or process your information. We will not disclose your data to any other third party unless for recruitment purposes or required to do so by law or regulators.

You acknowledge and agree that we may from time to time transfer any of your contact details and/or application data overseas to any of our offices or of any of our affiliates. While we will ensure your information is processed in accordance with this legal notice and privacy statement you may not have rights under data protection legislation in those jurisdictions equivalent to those under Kenyan law. Please do not send us any personal data if you do not want that information to be processed by us in the ways described by this notice.

Occasionally third parties may provide storage services to us. In those circumstances those third parties shall be required to enter into a confidentiality agreement on no less stringent terms than found in this privacy statement and to process your data solely in accordance with our instructions.

### Visitor's questions

If you have any questions or concerns regarding your privacy while using this website, please direct them to us at info@deshcare.org