



REVANTAGE GLOBAL SERVICES INDIA PRIVATE LIMITED

NON-PERSONNEL PRIVACY POLICY

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NON-PERSONNEL PRIVACY POLICY

This Revantage India Non-Personnel Privacy Policy describes the manner in which Revantage Global Services India Private Limited (**Revantage India** or **we** or **us** or **our**) with its registered address at Unit 1001-1005, 10th Floor, Magnum Global Park, Tower-2, Sector 58, Gurgaon, Haryana, India - 122011 processes the Personal Data of consultants, contractors, service providers, vendors and job applicants (**you** or **your**).

1. DEFINITIONS AND INTERPRETATION

- a. **Personal Data** has the meaning ascribed to the term under Data Protection Law.
- b. **Processing** means a wholly or partly automated operation or set of operations performed on digital personal data, and includes operations such as collection, recording, organization, structuring, storage, adaptation, retrieval, use, alignment or combination, indexing, sharing, disclosure by transmission, dissemination or otherwise making available, restriction, erasure or destruction.
- c. **Data Protection Law** means the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 issued under the Information Technology Act, 2000 (*as amended or superseded from time to time*), the Digital Personal Data Protection Act, 2023 read with the Digital Personal Data Protection Rules, 2025 (*as amended or superseded from time to time*), and the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 read with the Aadhaar (Sharing of Information) Regulations, 2016 (*as amended or superseded from time to time*).

2. PERSONAL DATA WE PROCESS

If you are a job applicant:

- a. contact details such as your phone number and email address.
- b. demographic information such as your name, date of birth, age, gender and nationality.
- c. details of your skills and educational qualifications, professional certifications, professional memberships, licenses, and awards.
- d. your employment history and work experience, references and referee contact details.
- e. your driver's license, passport or other government-issued identification documents.
- f. documentation relating to your entitlement to work in India (where applicable).
- g. details of any non-solicitation, non-disclosure and/or other similar agreements entered into with current or former employers.
- h. information about any criminal record.

- i. any information included in a curriculum vitae or cover letter or any other information you voluntarily provide in connection with your job application, and, where relevant and to the extent permitted by applicable law, criminal background check results.
- j. other information obtained through pre-employment background screening.

If you are a consultant, contractor, service provider or vendor:

- a. your name, signature, postal address, email address and telephone number.
- b. your business contact information, such as name, job title, functions within your organization, business addresses, business telephone numbers and business email addresses.

3. PURPOSES OF PROCESSING THE PERSONAL DATA

We will only process your Personal Data where we have a lawful reason for doing so in accordance with Data Protection Law. Here is a list of the purposes for which we usually process your Personal Data.

- a. To perform our contractual obligations.
- b. To comply with a legal obligation.
- c. For contact and communication purposes: (i) to make your contact details available to our employees and other members of Revantage India (such as to allow them to accomplish their daily work and contact you when required by you or when necessary); and (ii) to perform analytics (such as trends, sales intelligence, marketing effectiveness, uptake and progress).
- d. For the entry into and the performance and management of the contractual relationship with our suppliers.
- e. For administration and billing purposes (such as agreeing on payment arrangements with our suppliers and making payments to them).
- f. If you are a job applicant:
 - (i) to assess your suitability for the role applied for, including evaluating your qualifications, skills and experience.
 - (ii) to communicate with you regarding your application, including scheduling and conducting interviews.
 - (iii) to verify your identity and legal eligibility to work in India, including by reviewing relevant documentation you provide.
 - (iv) to process and transmit your application data, including by transferring it to Revantage India's affiliates and their agents, and by transmitting it over various networks including networks outside India, in connection with the storage, processing and use of such data.

- (v) to require you, upon and as a condition of employment, to enter into non-solicitation, non-disclosure and/or other similar agreements as Revantage India may specify.
 - (vi) to maintain records of your application for the purposes of future recruitment.
- g. To achieve the above-listed purposes, we may disclose Personal Data to the following recipients: (i) other entities within the Revantage & Blackstone group; (ii) professional advisors such as accountants, auditors, financial and tax advisors, lawyers, notaries and other outside professional advisors to Revantage India (including job consultants), subject to binding contractual obligations of confidentiality; (iii) anti-fraud services; (iv) governmental, legal, tax and regulatory or similar authorities, ombudsmen, and central and/or local government agencies, upon request or where required; (v) official registers (when required by law); (vi) banks, non-bank lenders, company administrators, trade and corporate registries and depositaries; (vii) general partners of funds; (viii) debt-collection agencies and tracing agencies; (ix) accreditation bodies; (x) third party processors; (xi) background check and screening service providers; (xii) reference providers contacted in the course of verifying your application; and (xiii) any relevant party, claimant, complainant, enquirer, law enforcement agency or court, to the extent necessary and as permitted under applicable law.
- h. Because of the international nature of our business, we may need to transfer your Personal Data to entities within the Revantage & Blackstone group and to external third parties as mentioned above, in connection with the purposes set out in this document. For this reason, we may transfer your Personal Data to recipients located outside India so long as such transfer is in compliance with Data Protection Law.

4. SECURITY PRACTICES AND PROCEDURES

Revantage India implements adequate technical and organizational security measures to ensure a level of security appropriate to the risks represented by the Processing and the nature of the Personal Data to be protected.

5. YOUR RIGHTS AND OBLIGATIONS

- a. You will ensure that you provide complete, accurate, verifiable and up-to-date Personal Data, and that you will update such Personal Data promptly in the event of any change.
- b. If you provide us with Personal Data of a third party, you confirm that you are authorized by such persons to disclose their Personal Data to us for the purposes specified in this document. You will ensure that you provide complete, accurate, verifiable and up-to-date Personal Data of such third parties, and that you will update such Personal Data promptly in the event of any change.
- c. By providing us with Personal Data you voluntarily consent to us Processing your Personal Data in the manner specified in this document and, if you are a job applicant, providing your Personal Data, to our third-party background verification providers for Processing your Personal Data for the purposes set out herein.
- d. If you are a job applicant, you also understand and agree that third-party background verification providers may, in certain circumstances, independently determine the means and

purposes of Processing your Personal Data and may therefore separately require your consent for the same, if required by applicable law.

- e. You may withdraw consent provided to us at any time by contacting TalentAcquisitionIndia@revantage.com. However, please note that if you withdraw your consent, we may not be able to interact with you, enter into an agreement with you (or the organization you represent) or maintain the related ongoing agreement with you (or the organization you represent).
- f. You may submit (i) any queries, grievances or complaints regarding the Processing of your Personal Data, or (ii) a request to access this document in any other official Indian language, to our grievance officer Deepa Baburaaj at GCO_India@revantage.com. If you are dissatisfied with our resolution of your grievances or complaints, you may raise them with the Data Protection Board of India by such means as it makes available.
- g. This document is the Personal Data Processing notice and request for consent under Sections 5 and 6 of the Digital Personal Data Protection Act, 2023.

I expressly consent to the Processing of my Personal Data by Revantage India in accordance with this Revantage India Non-Personnel Privacy Policy.

I AGREE, AND IT IS MY INTENT, TO SIGN THIS POLICY BY CLICKING THE "SUBMIT" BUTTON BELOW. I UNDERSTAND THAT MY SIGNING AND SUBMITTING THIS DOCUMENT IN THIS FASHION IS THE LEGAL EQUIVALENT OF HAVING PLACED MY HANDWRITTEN SIGNATURE ON THE SUBMITTED DOCUMENT.