**Data Privacy Statement**

**In terms of Section 18 of the POPI Act:**

Consent to process information - employees and candidates for employment collection, storage, retention, and destruction of information:

Personal details are used to comply with legislation as well as ensure that, in terms of the operational needs of the company, we have the information required to function both as an employer and as a business. Information given will only be used for the purposes of TM Assessments Labs assessing your application for employment.

**Your rights as a candidate, you can:**

- access and obtain a copy of your personal information on request,
- require TM Assessments Labs to change incorrect or incomplete personal information,
- require TM Assessments Labs to delete or stop processing your personal information, for example where the information is no longer necessary for the purposes of processing.

If you would like to exercise any of these rights, please contact info@tmassessmentlabs.co.za

**Further Processing**

The candidate's personal Information will be processed for the specific purpose of TM Assessments Labs assessing your application for employment and sourcing potential employment opportunities for you.

Should TM Assessments Labs wish to process your Personal Information for any other specific purpose, TM Assessments Labs will notify you thereof and request permission from you to do so.

**Storage of information**

TM Assessments Labs can retain all records of your Personal Information for as long as it deems necessary.

Should you not wish your information to be retained for future employment opportunities, you are free to withdraw your consent. Please email info@tmassessmentlabs.co.za to let us know if you wish to withdraw your consent

**What if you do not provide personal information?**

You are under no statutory or contractual obligation to provide personal information to TM Assessments Labs during the recruitment process. However, if you do not provide the information, we may not be able to process your application properly or at all.