



PRIVACY POLICY AT MANULIFE CAREERS

Manulife (the "Company") is committed to protect your personal and data privacy. To assure you feel confident about providing personally identifiable information (the "Data") relating to you when using our Manulife Careers website (the "Website"), we provide this notice outlining our online information practices and how the Data is being collected and used.

This Policy covers any data you submit via the Website as part of the job application or job search process, including but not limited to your name, email address, contact information, education information and employment history. We encourage you not to provide sensitive information, as defined by your country's laws, you are responsible for the content of the information you provide to us and you must ensure it is legal, honest, truthful, accurate and not misleading in any way.

Purpose for Data Collection

The Company will use the Data you provide to process your application; to provide to you any services available on this Website from time to time; to communicate with you; to consider whether your profile is suitable for other job vacancies in the Company.

Access of Data

The Data may be used, transferred and processed for the Company global recruitment functions and for related management and planning purposes. Data access will be limited to the Company employees or agents who have a business need to access such personal information and may include recruiters, human resources personnel, technical services personnel, managers, and/or their respective designees.

Disclosure of Data

We may disclose the Data when required by law or court order, or as requested by other government or law enforcement authorities, or in the good faith that disclosure is otherwise necessary or advisable including and without limitation to protect the rights or properties of

the Company. This also applies when we have reason to believe that disclosing the Data is necessary to identify, contact or bring legal action against someone who may be causing interference with our rights or properties, whether intentionally or otherwise, or when anyone else could be harmed by such activities.

Retention of Data

The Company may delete the Data about you at any time (including your CV/resume), for any reason and without notice. Therefore, please retain your own copy of the personal information provided to us. If you do not hear from us within 3 months from the date you submitted your application, your application shall be regarded as rejected. Your Data shall be retained for a period no longer than two years from the date of rejection of your application.

Privacy Commitment Changes

We endeavor to continuously assess our privacy practices in light of new technologies, business practices or needs. Our Privacy Policy may therefore be amended from time to time, we will post those changes on the Website so that you will always know our use and disclosure practices of the Data. You can tell when we last updated the Policy by checking the "Last Updated" legend at the end of the Policy.

Thank you for using Manulife Careers, we are committed to providing you with the best tools to help you get ahead in your career. You may address data access or correction requests, and questions or comments in writing to:

Human Resources Department

16/F LKG Tower
6801 Ayala Avenue
Makati City
Philippines

Last Updated: July 16, 2009