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万宝盛华全球隐私政策

生效日：2015 年 12 月 1 日

万宝盛华集团公司及我们的[子公司和隶属机构](#)（统称万宝盛华集团）尊重您对隐私的担忧。这项隐私政策适用于（1）我们的候选人，（2）我们为客户方提供服务的个人，或由我方提供职业规划服务的个人），（3）在此列出的[网页和 APPs](#)（统称“网站”）的用户，以及（4）我方客户及供应商代表。

这项政策不适用于由我方总部和本土聘用的员工，以及直属万宝盛华的但不直接对接客户的员工。

这项政策阐述了我方将收集的个人信息类型，我们如何使用和分享这些信息，与谁分享上述信息，以及对于我们使用其信息，个人所有拥有的权力及选择。

本协议也阐述了我方保护信息安全的手段，以及您如何就隐私条例与我们取得联系，实现您的权利。

我们的隐私条例根据各国当地惯例和法律要求可能有所不同。您可以[点此](#)查阅特定国家的信息。

点击下述链接可直接查阅所列信息。

- [信息收集](#)
- [自动收集的信息](#)
- [我们如何使用收集到的信息](#)
- [人性化的广告](#)
- [我们分享的信息](#)
- [您的权利和选择](#)
- [给予加州居民的通知](#)
- [数据转移](#)
- [如何保护个人信息](#)
- [第三方网站，APPS，服务的链接](#)
- [隐私政策的更新](#)
- [如何联系我们](#)



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信息收集

我们通过多种方式来收集您的个人信息，比如通过我们的网站和社交媒体；通过我们举办的活动及通过电话和传真的沟通；通过求职申请和直接互动的招聘；以及通过与客户及供应商的交互。

- 我们将收集以下种类的信息（均在当地法律许可之下）
- 通讯信息（例如：姓名，邮政地址，邮箱地址以及电话号码）
- 登陆我们网站的用户名和密码
- 支付信息（例如卡号，有效期，验证码或者安全码）
- 通过某种手段访问我们网站时的定位数据，例如万宝盛华移动 APP
- 您提供的愿意我们与之接触的朋友或其他联系人的信息；以及其他您可能提供给我们的信息，例如在问卷调查中的反馈或通过网站“联系我们”提交的信息。

除此以外，如果您是一名同事或候选人，并直接申请或注册了一个账户申请了一个职位，我们将收集以下几类个人信息（均在当地法律许可之下）

- 工作及教育经历
- 语言能力和其他工作技能
- 社保号，身份证号，以及其他政府相关的认证号
- 出生日期
- 性别
- 银行账户信息
- 国籍和被授权的工作身份
- 残疾和健康相关的信息
- 药物测试和犯罪记录调查的结果以及其他背景审查
- 社保福利信息
- 税务相关信息
- 反馈信息
- 以及您个人简历包含的信息，您提供的关于求职方向、以及符合相关求职要求的资质信息

除此之外，我们还将收集您提供的其他信息，例如紧急联系人。

自动收集的信息

当您访问我们网站，我们可能会通过自动方式收集特定信息，例如，cookies、web beacons、网页日志等。

我们以此方式收集这类信息包括：IP 地址，特定设备号，浏览器特征，设备特征，操作系统，运行语言，URLs，以及在我们网站上的操作信息，访问我们网站的日期和时间，以及其他使



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用统计。

“cookie”是指网站发送给访问者电脑或其他联网设备来识别访问者浏览器、储藏信息或设置的文件。

“web beacon”作为一个网络标签,像素标签或 GIF,连接网页到网站服务器和他们的 cookies,通过 web beacon 将收集到的信息从 cookies 反馈回网站服务器。

通过这些自动收集的方法,我们可能获取”点击流数据”,即用户浏览网站点击的链接和其他内容。

在访问者在访问网站的过程中,其点击行为可能会被收集和储存。

我们将关联通过自动方式收集到的特定数据,比如您的浏览器信息,以及其他我们获得的信息关于您的信息,来获知,例如,您是否打开了我们向您的邮箱推送邮件。

当您收到某种 cookies 时,您的浏览器将会通知您,或告知您如何限制或不适用某种 cookies。然而,请注意,在没有这些 cookies 的情况下,您可能无法使用我们网站的所有功能。在相关法律的要求下,我们在使用 cookies 或其他相似自动功能收集个人信息前将先征得您的同意。

在我们网站上的第三方 APP,工具,窗口部件,插件的提供方,例如社交媒体分享工具,也将通过自动的方式收集与您与上述工具之间的交互信息。这些信息将直接被这些第三方提供者收集,并遵循第三方的隐私政策。根据法律,万宝盛华集团将不对这些第三方提供者的信息收集行为负责。

我们如何使用收集到的信息

我们将使用以上描述的信息进行以下活动(均在当地法律许可之下)

- 提供劳务解决方案,以及联系人员参与工作。
- 创建和管理线上账户
- 处理支付问题;
- 管理我方客户及供应商的关系。
- 发送关于合适职位的宣传材料、提醒及其他沟通
- 沟通、管理特别活动、推广、项目,邀约,问卷调查,相关测试以及市场调查的参与情况。
- 完成个别调查。
- 运作、评估、提高我们的业务(包括发展,提高,分析,以及提高我们的服务;管理我们的沟通;完成数据分析;完成会计统计、审计,以及其他内部事务。
- 防范、鉴别和防止诈骗及其他不法行为、诉讼,以及其他有责行为。
- 遵守并执行法律强制性规定,相关产业标准,合同责任以及我们的相关政策。

除以上列举的行为之外,如果您是一名员工或候选人,申请或开设账户申请一个职位,在当



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地法律许可之下，我们将在全球隐私政策下使用描述的信息，用以：

- 为您提供工作机会。
- 为您提供 HR 服务，包括福利项目的管理，工资，绩效管理以及规划管理。
- 为您提供额外服务，例如，培训、职业咨询、以及转业服务
- 评估您作为候选人与职位的匹配程度或作为员工是否满足相关职位的资质
- 处理数据分析，例如（1）分析候选人和员工的基本信息。（2）评估个人的表现和能力，包括对工作有关技能评分。（3）鉴定技能缺点。（4）运用相关信息来匹配个人及存在机会。（5）分析渠道数据（关于雇佣的趋势）

我们也可能将信息运用于其他方面，在收集信息/时之前，我们将特别关注。

除此之外，我们将通过 cookies, 网站, 图片, 网站服务器以及其他自动收集的信息运用于：

（1）定制化网站的用户使用。（2）向用户进一步推送用户感兴趣的内容。（3）管理我们的网站以及其他方面业务。在相关法律的要求下，我们在使用 cookis 或类似自动手段收集信息前，将征得您的同意。

网站也使用第三方分析服务，例如 Google Analytics 和 Adobe Omniture，这些分析提供者运用技术手段提供这些服务，例如通过 cookies、网站服务器等的数据来帮助网站分析用户的使用情况。通过这些手段收集的信息（包括 IP 地址）也将对这些分析服务提供者以及其他使用信息的相关第三方提供，例如，用以评估网站使用情况。如需了解更多分析服务情况及如何退出，请访问下述网站以及特定国家附录中列出的网站：

Google Analytics: <https://tools.google.com/dlpage/gaoptout>

Adobe Analytics: <http://www.adobe.com/privacy/analytics.html#1>

人性化的广告

在我们的网站，我们可能收集关于您线上活动的信息，来向您提供您感兴趣的产品和服务的广告。我们也可能以此为目的从提供广告服务的第三方网站获取相关信息。全球隐私政策中的本单元提供细节并给出您如何做出选择的解释。

您将在其他网站看到一些特定的广告，因为我们雇佣了第三方网络广告商。通过这些第三方，我们可以通过人数统计，兴趣基础并以连贯方式来向用户传递信息。

通过广告网络，通过信息的自动收集，我们可以通过自动的方式收集信息，随时追溯您的线上活动，该自动方式包括通过第三方 cookies、web beacons、网站服务器、图片的使用。

网站基于这些信息将向您推送符合您个人兴趣的广告。我们可能在广告网络收集的信息包括您访问有万宝盛华广告的网站的数据，例如，您访问的网页或广告信息以及您看到广告后的行动。

这些数据的收集同时在属于广告网络的官网和第三方广告网站进行。这也同时帮助检验我们市场工作是否产生成效。如需了解如何关闭该类兴趣导向的广告服务请访问 <http://www.aboutads.info/choices/>。在相关法律的要求下，在为启动兴趣导向的广告服



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务而使用您的信息之前，我们将会取得您的同意。我们的网站的设计不会对浏览器中“不要追踪”的标示作出反应。

我们分享的信息

除了在隐私政策中提到或者在特别活动中单独提出的注意事项之外，我们不会公开收集到的关于您的个人信息。我们会把信息分享给代表我们并在我们指示下操作的相关合作企业。除非在涉及相关利益或者法律要求的情况下，我们不会授权这些企业使用或公开这些信息。我们也会将您的个人信息分享给：（1）子公司和隶属机构；（2）如果您是候选人，在符合您条件和兴趣的岗位出现时，我们将会把您的信息分享给客户。（3）其他的同事，例如职业顾问和合作商，为您找到一份工作。

除此之外，我们会在以下情况公开您的信息（1）如果我们基于法律要求公开；（2）法律强制或其他政府机构基于法律的公开要求；（3）当我们认为为防止人身伤害或经济损失公开是必要且合适的，或与参加违法活动嫌疑调查活动相关。在我们产生出售、转移、资产或事务的变动时，我们也将保留转移您个人信息的权利。（包括重组、解散、清算）

通过网站第三方插件收集的信息（例如您通过社交媒体发出的信息）将直接由第三方插件提供者收集。这些信息遵循第三方提供者的隐私政策，万宝盛华集团不对这些第三方的信息收集行为负责。

您的权利和选择

在收集信息和与您联系方面，我们给予您特有的选择。如您需要更新您的优先级、要求我们从联系名单中移除您的资料，行使您的权利或者提交请求，请根据全球隐私政策中的“如何联系我们”联系我们。

在您所在地区相关法律的规定下，您可以以下述方式联系我们，要求查看我们保留的关于您的信息，要求我们订正、修改、删除或者封存您的个人信息。在法律的支持下，您可以收回您之前提供过的同意提供个人信息的意思表示，或在任何时间在法律的支持下对处理您的个人信息提出反对，我们将优先满足您的需要。

需要了解如何关闭兴趣导向的广告，请访问消费者关闭页面

<http://www.aboutads.info/choices/>.

给予加州居民的通知

由于特定限制，加州居民可以要求我们提供：（1）之前一年出于第三方直接市场目的，我们向第三方公开的特定类别的个人信息的清单。（2）这些第三方的身份。需要作出要求的，加州居民可以通过“如何联系我们”找到联系我们的方式。



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数据转移

我们将收集到关于您的信息从原始收集国转移出去。这些国家可能不具备原是收集国相同的数据保护法律。当我们转移您的信息到其他国家时，我们将根据全球隐私政策来保护您的信息。

如果您在欧盟或者瑞士，当我们将个人信息转移至欧盟及瑞士之外的地区，我们将在转移中根据欧盟和瑞士法律提供充足保护。。

如何保护个人信息

我们拥有集行政、技术与用于保护个人信息的物理安保系统来应对突发情况、违法或未授权的破坏、损失、变化，获取，公开或使用个人信息。

第三方网站，APPS，服务的链接

为了您的便利和信息，网站提供了由第三方运营的网站、APPS、服务的链接，这些均不属于万宝盛华集团旗下。

这些公司可能拥有自己的隐私政策，我们强烈建议您先进行查看。我们不对不属于万宝盛华旗下的网站，APP，服务负责。

隐私政策的更新

这份全球隐私政策（包括任何附录）会进行实时的修改来反映我们个人信息服务的改变。对于重大改变，我们会通过在政策顶部做出显著标示来提醒您最近更新的政策。

如何联系我们

如果关于隐私政策您有任何问题和建议，您想实现自己的权利或希望我们更新我们现有的您或您偏好的信息。请写信到：

ManpowerGroup Inc.

Attn: General Counsel

100 Manpower Place

Milwaukee, WI 53212

ManpowerGroup Inc.

Attn: Director of Legal Affairs, EMEA

Experis, The Helicon

One South Place

London EC2M 2RB

United Kingdom



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ManpowerGroup Global Privacy Policy

Effective Date: December 1, 2015

We at ManpowerGroup Inc., along with our subsidiaries and affiliates listed [here](#) ("ManpowerGroup"), respect your concerns about privacy.

This Global Privacy Policy applies to (1) our job candidates, (2) our associates, who are people we source or place on assignment with one of our clients, or individuals to whom we provide career transition services, (3) users of the websites and apps listed [here](#) (the "Sites"), and (4) representatives of our clients and vendors.

This Policy does not apply to our headquarters and country-based staff employees, who are individuals employed by ManpowerGroup and who work directly for ManpowerGroup and not directly with a ManpowerGroup client.

The Policy describes the types of personal information we collect, how we use the information, with whom we share it, and the rights of and choices available to individuals regarding our use of their information.

We also describe the measures we take to protect the security of the information and how you can contact us about our privacy practices and to exercise your rights.

Our privacy practices may vary among the countries in which we operate to reflect local practices and legal requirements. You can view certain country-specific information by clicking [here](#).

Click on one of the links below to jump to the listed section:

- [Information We Collect](#)
 - [Information Collected By Automated Means](#)
 - [How We Use the Information We Collect](#)
 - [Interest-Based Advertising](#)
 - [Information We Share](#)
 - [Your Rights And Choices](#)
 - [Notice To California Residents](#)
 - [Data Transfers](#)
 - [How We Protect Personal Information](#)
 - [Links To Third-Party Sites, Apps and Services](#)
 - [Updates To Our Global Privacy Policy](#)
 - [How To Contact Us](#)
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Information We Collect

We collect personal information about you in various ways, such as through our Sites and social media channels; at our events and through phone and fax; through job applications and in connection with in-person recruitment; and in connection with our interactions with clients and vendors.

We may collect the following types of personal information (as permitted under local law):

- Contact information (such as name, postal address, email address and telephone number);
- username and password when you register on our Sites;
- payment information (such as payment card number, expiration date, authorization number or security code);
- geolocation data in connection with certain features of our Sites, such as the Manpower Jobs mobile app;
- information you provide about friends or other people you would like us to contact; and
- other information you may provide to us, such as in surveys or through the "Contact Us" feature on our Sites.

In addition, if you are an associate or job candidate and you apply for a position or create an account to apply for a position, we may collect the following types of personal information (as permitted under local law):

- Employment and education history;
- language proficiencies and other work-related skills;
- Social Security number, national identifier or other government-issued identification number;
- date of birth;
- gender;



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- bank account information;
 - citizenship and work authorization status;
 - disabilities and health-related information;
 - results of drug tests and criminal and other background checks;
 - benefits information;
 - tax-related information;
 - information provided by references; and
 - information contained in your resume or C.V., information you provide regarding your career interests, and other information about your qualifications for employment.

In addition, we may collect information you provide to us about other individuals, such as information related to emergency contacts.

Information Collected By Automated Means

When you visit our Sites, we may collect certain information by automated means, such as cookies, web beacons and web server logs. The information we may collect in this manner includes IP address, unique device identifier, browser characteristics, device characteristics, operating system, language preferences, referring URLs, information on actions taken on our Sites, dates and times of visits to our Sites and other usage statistics. A "cookie" is a file that websites send to a visitor's computer or other Internet-connected device to uniquely identify the visitor's browser or to store information or settings in the browser. A "web beacon," also known as an Internet tag, pixel tag or clear GIF, links web pages to web servers and their cookies and is used to transmit information collected through cookies back to a web server. Through these automated collection methods, we may obtain "clickstream data," which is a log of the links and other content on which a visitor clicks while browsing a website. As the visitor clicks through the website, a record of the action may be collected and stored. We link certain data elements we have collected through automated means, such as your browser information, with other information we have obtained about you to let us know, for example, whether you have opened an email we sent to you. Your browser may tell you how to be notified when you receive certain types of cookies or how to restrict or disable certain types of cookies.



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Please note, however, that without cookies you may not be able to use all of the features of our Sites. To the extent required by applicable law, we will obtain your consent before collecting personal information using cookies or similar automated means.

The providers of third-party apps, tools, widgets and plug-ins on our Sites, such as social media sharing tools, also may use automated means to collect information regarding your interactions with these features. This information is collected directly by the providers of the features and is subject to the privacy policies or notices of these providers. Subject to applicable law, ManpowerGroup is not responsible for these providers' information practices.

How We Use The Information We Collect

We use the information described above to perform the following activities (as permitted under local law):

- Providing workforce solutions and connecting people to work;
- creating and managing online accounts;
- processing payments;
- managing our client and vendor relationships;
- sending promotional materials, alerts regarding available positions and other communications;
- communicating about, and administering participation in, special events, promotions, programs, offers, surveys, contests and market research;
- responding to individuals' inquiries;
- operating, evaluating and improving our business (including developing, enhancing, analyzing and improving our services; managing our communications; performing data analytics; and performing accounting, auditing and other internal functions);
- protecting against, identifying and seeking to prevent fraud and other unlawful activity, claims and other liabilities; and



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- complying with and enforcing applicable legal requirements, relevant industry standards, contractual obligations and our policies.

In addition to the activities listed above, if you are an associate or job candidate and you apply for a position or create an account to apply for a position, as permitted under local law, we use the information described in this Global Privacy Policy to:

- Provide you with job opportunities and work;
- provide HR services to you, including administration of benefit programs, payroll, performance management and disciplinary actions;
- provide additional services to you, such as training, career counseling and career transition services;
- assess your suitability as a job candidate and your associate qualifications for positions; and
- perform data analytics, such as (i) analyzing our job candidate and associate base; (ii) assessing individual performance and capabilities, including scoring on work-related skills; (iii) identifying skill shortages; (iv) using information to match individuals and potential opportunities, and (v) analyzing pipeline data (trends regarding hiring practices).

We also may use the information in other ways for which we provide specific notice at or prior to the time of collection.

In addition, we use information collected through cookies, web beacons, pixels, web server logs and other automated means for purposes such as (i) customizing our users' use of our Sites; (ii) delivering content tailored to our users' interests and the manner in which our users use our Sites; and (iii) managing our Sites and other aspects of our business. To the extent required by applicable law, we will obtain your consent before collecting information using cookies or similar automated means.

We also use third-party analytics services on our Sites, such as those of Google Analytics and Adobe Omniture. The analytics providers that administer these services use technologies such as cookies, web server logs and web beacons to help us analyze your use of our Sites. The information collected through these means (including IP address) may be disclosed to these analytics providers and other relevant third parties who use the



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information, for example, to evaluate use of the Sites. To learn more about these analytics services and how to opt out, please visit the following sites and any sites contained in the country-specific addenda:

Google Analytics: <https://tools.google.com/dlpage/gaoptout>

Adobe Analytics: <http://www.adobe.com/privacy/analytics.html#1>

Interest-Based Advertising

On our Sites, we may collect information about your online activities to provide you with advertising about products and services tailored to your individual interests. We also may obtain information for this purpose from third-party websites on which our ads are served. This section of our Global Privacy Policy provides details and explains how to exercise your choices.

You may see certain ads on other websites because we engage third-party advertising networks. Through such advertising networks, we can target our messaging to users through demographic, interest-based and contextual means. Through the ad networks, we can track your online activities over time by collecting information through automated means, including through the use of third-party cookies, web server logs, pixels and web beacons. The networks use this information to show you advertisements that may be tailored to your individual interests. The information our advertising networks may collect on our behalf includes data about your visits to websites that serve ManpowerGroup advertisements, such as the pages or advertisements you view and the actions you take on the websites. This data collection takes place both on our Sites and on third-party websites that participate in these ad networks. This process also helps us track the effectiveness of our marketing efforts. To learn how to opt out of this ad network interest-based advertising, please visit <http://www.aboutads.info/choices/>. To the extent required by applicable law, we will obtain your consent before using your information for interest-based advertising.

Our Sites are not designed to respond to "do not track" signals from browsers.

Information We Share

We do not disclose personal information we collect about you, except as described in this Global Privacy Policy or in separate notices provided in connection with particular activities. We share personal information with vendors who perform services on our behalf based on our instructions. We do not authorize these vendors to use or disclose the information except as necessary to perform services on our behalf or comply with legal requirements. We also may share your personal information (i) with our subsidiaries and affiliates; (ii) if you are a job candidate, with clients who may have job opportunities



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available or interest in placing our job candidates; and (iii) with others with whom we work, such as job placement consultants and subcontractors, to find you a job.

In addition, we may disclose information about you (i) if we are required to do so by law or legal process; (ii) to law enforcement authorities or other government officials based on a lawful disclosure request; and (iii) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss, or in connection with an investigation of suspected or actual fraudulent or illegal activity. We also reserve the right to transfer personal information we have about you in the event we sell or transfer all or a portion of our business or assets (including in the event of a reorganization, dissolution or liquidation).

Information collected through third-party plug-ins and widgets on the Sites (such as information relating to your use of a social media sharing tool) is collected directly by the providers of the plug-ins and widgets. This information is subject to the privacy policies of the providers of the plug-ins and widgets, and ManpowerGroup is not responsible for those providers' information practices.

Your Rights And Choices

We offer you certain choices in connection with the personal information we collect about you and how we communicate with you. To update your preferences, ask us to remove your information from our mailing lists, exercise your rights or submit a request, please contact us as indicated in the "How to Contact Us" section of this Global Privacy Policy. To the extent provided by the law of your jurisdiction, you may request access to the personal information we maintain about you or request that we correct, amend, delete or block the information by contacting us as indicated below. Where provided by law, you may withdraw any consent you previously provided to us or object at any time on legitimate grounds to the processing of your personal information, and we will apply your preferences going forward.

To learn more about how to opt out of ad network interest-based advertising, please visit the consumer opt-out page at <http://www.aboutads.info/choices/>.

Notice To California Residents

Subject to certain limitations, California residents may ask us to provide them with (i) a list of certain categories of personal information that we have disclosed to third parties for their direct marketing purposes during the immediately preceding calendar year, and (ii) the identity of those third parties. To make this request, California residents may contact us as specified in the "How to Contact Us" section below.



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Data Transfers

We transfer the personal information we collect about you to countries outside of the country in which the information originally was collected. Those countries may not have the same data protection laws as the country in which you initially provided the information. When we transfer your information to other countries, we will protect that information as described in this Global Privacy Policy.

If you are located in the European Economic Area ("EEA") or Switzerland, we will comply with applicable legal requirements providing adequate protection for the transfer of personal information to recipients in countries outside of the EEA or Switzerland.

How We Protect Personal Information

We maintain administrative, technical and physical safeguards designed to protect the personal information you provide against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use.

Links To Third-Party Sites, Apps and Services

For your convenience and information, our Sites may provide links to third-party sites, apps and services that may be operated by companies not affiliated with ManpowerGroup. These companies may have their own privacy notices or policies, which we strongly suggest you review. We are not responsible for the privacy practices of any non-ManpowerGroup sites, apps or services.

Updates To Our Global Privacy Policy

This Global Privacy Policy (including any addenda) may be updated periodically to reflect changes in our personal information practices. For significant changes, we will notify you by posting a prominent notice on our Sites indicating at the top of the Policy when it was most recently updated.

How To Contact Us

If you have any questions or comments about this Global Privacy Policy, would like to exercise your rights or would like us to update information we have about you or your preferences, please write to:

ManpowerGroup Inc.
Attn: General Counsel
100 Manpower Place
Milwaukee, WI 53212



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If you are in the European Union, please contact:

ManpowerGroup Inc.
Attn: Director of Legal Affairs, EMEA
Experis, The Helicon
One South Place
London EC2M 2RB
United Kingdom