

Recruitment & Contractor Privacy Notice – jenX Global Partners

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jenX Global Partners (operating under the trade name of jenX Global Partners LLC, registration anticipated in 2026)

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Summary Overview

This Recruitment & Contractor Privacy Notice explains how jenX Global Partners (“jenX”) collects, uses, stores, and protects Personal Data from all job applicants, independent contractors, and virtual assistants who apply through or are engaged by jenx.ai or its related systems.

By submitting an application or participating in recruitment, you acknowledge that:

- jenX will collect and process your Personal Data for lawful business purposes, including evaluation, onboarding, and contractor management;
- Data may be transferred between the United States and the Republic of the Philippines (and other jurisdictions where jenX operates) under strict privacy safeguards;
- Submitting an application does not create an offer, guarantee, or obligation of employment or contractor engagement;
- Any future engagement will be documented only through a written agreement executed by an authorized jenX representative; and
- You have legal rights under applicable data-protection laws to access, correct, delete, or restrict the processing of your information, and may exercise these rights by contacting privacy@jenx.ai.

jenX is committed to lawful, transparent, and secure handling of all Applicant and Contractor data in compliance with the Philippine Data Privacy Act of 2012, U.S. privacy standards, and comparable international frameworks.

This Notice forms part of the terms governing all recruitment, application, and contractor engagement processes conducted by jenX Global Partners and is deemed incorporated by reference into all related communications, forms, and agreements.

1) Overview & Scope

1.1 Purpose

This Recruitment and Contractor Privacy Notice (“Notice”) supplements the jenX Global Partners Privacy Policy and describes how jenX Global Partners (“jenX,” “we,” “us,” or “our”) collects, uses, stores, and protects Personal Data relating to:

- Individuals who apply for employment or independent-contractor opportunities through jenx.ai or any related portal (“Applicants”); and
- Individuals engaged by jenX as independent contractors, virtual assistants, or staffing resources (“Contractors”).

This Notice applies only to Applicants and Contractors located in the United States and the Republic of the Philippines. It does not apply to clients or users of jenX’s business services, whose data is governed by the main Privacy Policy posted on jenx.ai. This Notice does not apply to individuals participating solely in the jenX Partner or Connector Program, whose data is processed under the jenX Global Partners Privacy Policy.

1.2 Relation to the jenX Privacy Policy

This Notice forms an integral appendix to jenX Global Partners’ Privacy Policy. All definitions, data-subject rights, and contact procedures described in that Policy apply here, unless expressly modified by this Notice. In the event of a conflict between this Notice and the general Privacy Policy, this Notice shall govern the processing of Applicant and Contractor data.

1.3 Legal Framework and Compliance

jenX processes Applicant and Contractor data in accordance with applicable data-protection laws and employment regulations in the United States and the Philippines, including the Philippine Data Privacy Act of 2012 (R.A. 10173) and its Implementing Rules and Regulations. Where required, jenX acts as the Data Controller for Applicant and Contractor data. All processing is based on lawful grounds such as consent, contractual necessity, and legitimate business interests.

1.4 Coverage of this Notice

This Notice covers data collected through:

- Online application forms and upload fields hosted on jenx.ai;
- Resumes, portfolios, and communications submitted via email or contact forms;
- Interview records and reference checks performed by jenX personnel; and
- Contractor onboarding materials, identity verification documents, and payment information submitted to jenX for service engagement.

1.5 Exclusions

This Notice does not apply to data collected from: (a) visitors to jenx.ai who do not submit applications; or (b) clients using jenX services for business purposes.

2) Categories of Data Collected

jenX Global Partners (“jenX”) collects and processes Personal Data from Applicants and Contractors as necessary to evaluate, onboard, and manage engagement relationships. The categories of Personal Data collected include, but are not limited to:

A. Identifiers and Contact Information

- Full name, preferred name, and any aliases
- Email address, phone number, and mailing address
- Government-issued identification numbers (e.g., passport, driver’s license, national ID, or Social Security Number, where applicable)
- Date of birth and nationality

B. Employment, Professional, and Educational Information

- Employment history, job titles, and work experience
- Educational background, training certificates, and relevant credentials
- Resume, cover letter, references, and professional portfolios
- Availability, work preferences, and compensation expectations

C. Contractor Engagement and Payment Information

- Bank account details, digital payment identifiers, or remittance information necessary for disbursement of compensation
- Tax identification numbers and related withholding documentation
- Project assignments, performance evaluations, and time-tracking or productivity data
- Communication and work-product records generated in connection with service delivery

D. Background and Verification Data

- Results of reference checks, skill assessments, and credential verification
- Security clearances or background-screening results (where permitted by law)
- Identification documents or photographs used to verify identity or eligibility to contract
- Records of completed compliance training or data-protection certifications

E. Device, System, and Technical Information

- IP address, browser type, operating system, and device identifiers used when accessing jenX systems or application forms
- Login timestamps, usage logs, and communication metadata for platform access and account monitoring
- Technical data generated through cookies, analytics tools, and related tracking technologies used on jenx.ai (see main Privacy Policy, Section 2.3)

F. Communications and Assessments

- Correspondence with jenX personnel via email, chat, or voice call
- Interview notes, evaluation summaries, and feedback provided by recruiters or managers
- Voluntary demographic information or self-identification data, where collected to meet diversity, equity, and inclusion reporting obligations

G. Sensitive or Special Categories of Data (Limited Use)

jenX does not intentionally collect sensitive data such as race, religion, sexual orientation, or medical history, except where required by law or for lawful employment-related purposes (e.g., to comply with labor regulations or verify eligibility to work).

Any such data is handled under strict confidentiality and processed only by authorized personnel. jenX does not collect or process biometric identifiers (such as facial geometry, fingerprints, or voiceprints) for authentication, verification, or employment purposes.

3) How We Collect Applicant and Contractor Data

jenX Global Partners (“jenX”) obtains Personal Data relating to Applicants and Contractors through lawful and transparent means, consistent with the principles of notice, consent, and proportionality. Data may be collected through the following sources and methods:

A. Directly from You

We collect information that you provide voluntarily when you:

- Submit an application, resume, or inquiry through our website (jenx.ai) or designated application forms;
- Correspond with jenX by email, chat, or phone;
- Participate in interviews, skills assessments, or onboarding sessions;
- Complete identification, tax, or payment forms required for contractor engagement; or
- Provide updates to your contact information, certifications, or employment status.

B. Automatically Through Digital Systems

When you visit jenx.ai or access our internal systems, certain data is automatically collected to maintain security and platform functionality. This may include:

- IP address, browser type, operating system, access timestamps, and referring URLs;
- Activity logs and metadata generated during use of jenX applications, onboarding tools, or communication platforms;
- Cookie, analytics, and tracking data as detailed in the main Privacy Policy (Section 2.3).

This information is used solely for administrative, security, and operational purposes.

C. From Third Parties and References

jenX may collect additional information about Applicants and Contractors from lawful third-party sources, including:

- Professional references or former employers identified by you;
- Educational institutions or certification bodies verifying credentials;
- Background-screening providers (where legally permitted and with your consent);
- Clients or supervisors providing feedback on contractor performance; and
- Third-party communication or project platforms used in service delivery.

D. From Internal Records and Systems

For active Contractors, jenX maintains records generated during service engagement, including:

- Work schedules, time-tracking data, and client communications;
- Quality assurance and performance metrics;
- Payment and tax remittance history.

Such data is collected and retained for operational management, compliance, and legal recordkeeping.

E. Lawful Indirect Collection

In limited cases, jenX may collect publicly available professional data from online sources (e.g., LinkedIn, job boards, or portfolio websites) for legitimate recruitment purposes. This data will be used solely to evaluate suitability for available positions and will not be retained longer than necessary if no engagement occurs.

4) Purpose and Lawful Basis of Processing

jenX Global Partners (“jenX”) processes Applicant and Contractor Personal Data only for lawful, specific, and legitimate business purposes. Data is collected and used to facilitate recruitment, engagement, and operational management, and is never sold or used for unrelated marketing or profiling activities.

A. Primary Purposes of Processing

Personal Data is collected and processed for the following purposes:

1. Recruitment and Evaluation — to review applications, verify qualifications, schedule interviews, and assess suitability for roles or project assignments.
2. Contractor Engagement and Onboarding — to establish engagement terms, complete tax and payment setup, issue contracts, and verify identity and work eligibility.
3. Communication and Coordination — to correspond with Applicants and Contractors regarding opportunities, assignments, performance, and compliance matters.
4. Payroll, Invoicing, and Benefits Administration — to process compensation, reimbursements, and related financial transactions through secure payment systems.
5. Compliance with Law and Regulatory Requirements — to satisfy obligations under tax, labor, anti-money-laundering, and data protection laws in the U.S. and the Philippines.
6. Internal Management and Quality Assurance — to maintain accurate records, evaluate performance, ensure service quality, and manage client deliverables.
7. Security and Fraud Prevention — to authenticate users, safeguard company systems, and prevent unauthorized access or fraudulent activity.
8. Analytics and Process Improvement — to analyze recruitment metrics, operational efficiency, and workforce capacity in aggregated or anonymized form.

jenX limits the collection and processing of Personal Data to what is proportionate and necessary for the purposes described in this Notice, consistent with the principle of data minimization under applicable privacy laws.

B. Lawful Bases for Processing

Depending on the type of data and jurisdiction, jenX relies on one or more of the following lawful grounds:

1. Consent — You have provided clear, affirmative consent for specific processing activities (e.g., background verification, data retention for future opportunities).
2. Contractual Necessity — Processing is necessary for the performance or initiation of a contract or engagement between you and jenX.
3. Legal Obligation — Processing is necessary for jenX to comply with labor, tax, or data protection requirements applicable under U.S. or Philippine law.
4. Legitimate Interests — Processing is necessary for jenX's operational or administrative purposes, including fraud prevention, system security, and internal analytics, provided such interests do not override your fundamental rights and freedoms.
5. Public Interest or Authorized Disclosure — Where processing is required to respond to lawful requests by regulatory or enforcement authorities.

C. No Automated Decision-Making

jenX does not make recruitment or engagement decisions based solely on automated processing, algorithms, or profiling. All candidate evaluations and contractor assessments include meaningful human review.

D. Retention Limitation

Applicant and Contractor data will be retained only as long as necessary to fulfill the purposes above, comply with legal retention requirements, or defend legitimate business interests. Data from unsuccessful applicants may be retained for up to 24 months (or as otherwise permitted by law) for consideration of future opportunities, unless you request deletion sooner.

5) Data Sharing and International Transfers

jenX Global Partners ("jenX") may share Applicant and Contractor Personal Data only as necessary to perform legitimate business functions, comply with law, or facilitate secure cross-border operations. All disclosures are made under written agreements and confidentiality safeguards consistent with applicable privacy laws.

A. Internal Access and Authorized Personnel

Access to Personal Data is limited to authorized jenX personnel, contractors, and management who require such access to perform their assigned duties, including recruitment, human resources, operations, payroll, finance, and compliance.

All authorized personnel are bound by confidentiality obligations and data-protection policies no less protective than those contained in this Notice.

B. Service Providers and Operational Partners

jenX may disclose Personal Data to trusted third-party service providers that assist in the delivery of

recruitment, onboarding, and management functions. These may include:

- Cloud hosting, communication, and productivity platforms (e.g., Google Workspace, Slack, ClickUp);
- Payroll processors, tax filing systems, or financial institutions;
- Background screening and identity verification vendors (used with consent);
- Legal, accounting, and compliance advisors; and
- IT and cybersecurity service providers.

Each such provider is contractually required to process data only on jenX's behalf and in accordance with strict confidentiality and security standards.

C. Client and Project-Related Disclosures

For Contractors engaged in client-facing work, limited Personal Data (such as name, role, email, or relevant credentials) may be shared with jenX clients strictly for operational and identification purposes. jenX will not disclose sensitive, financial, or identification data to clients except where contractually necessary and with prior authorization.

D. Legal and Regulatory Disclosures

jenX may disclose Personal Data where required by law, regulation, or legal process, or in response to lawful requests by government authorities, including tax agencies, law enforcement, or data-protection regulators.

Where permitted, jenX will notify the affected individual prior to disclosure.

E. Business Transfers

In the event of a merger, acquisition, reorganization, or sale of assets, Applicant or Contractor data may be transferred to the acquiring or successor entity under equivalent confidentiality protections. The successor will be bound to use such data solely for purposes consistent with this Notice.

F. Cross-Border Transfers

Applicant and Contractor data may be transferred between jenX offices, systems, or service providers located in the United States, the Philippines, and other jurisdictions in which jenX operates.

Such transfers are made under one or more of the following safeguards:

- Standard Contractual Clauses or other approved cross-border data-transfer mechanisms;
- Data-processing agreements ensuring equivalent privacy protections;
- Compliance with the Philippine Data Privacy Act, the U.S. Privacy Framework, and, where applicable, GDPR adequacy or consent-based transfer requirements; and
- Implementation of organizational and technical safeguards to ensure data integrity and confidentiality during transfer and storage.

jenX may also utilize cloud infrastructure or service providers located in other jurisdictions that maintain comparable or higher levels of data protection and compliance with recognized international standards.

G. No Sale of Personal Data

jenX does not sell, lease, or trade Applicant or Contractor Personal Data for marketing or commercial purposes.

H. Aggregated and Anonymized Data

jenX may use de-identified or aggregated data for internal analytics, reporting, or process improvement. Such data does not identify any individual and is not subject to this Notice.

6) Data Retention, Storage, and Security

jenX Global Partners (“jenX”) implements strict administrative, technical, and physical measures to safeguard Applicant and Contractor Personal Data against unauthorized access, disclosure, alteration, or destruction.

A. Data Retention

Personal Data is retained only as long as necessary to fulfill the purposes described in this Notice or as required by applicable law. Specifically:

1. Applicants: Data from recruitment applicants is retained for up to twenty-four (24) months following the completion of the recruitment process, unless a shorter period is required by law or you request deletion sooner.
2. Contractors: Data of active contractors is retained for the duration of engagement and thereafter as necessary to comply with legal, accounting, or tax obligations, or to establish, exercise, or defend legal claims.
3. Inactive Records: When retention is no longer necessary, Personal Data will be securely deleted, anonymized, or archived in accordance with jenX’s data-destruction policy.

B. Data Storage

Personal Data may be stored in secure cloud environments, databases, or systems hosted within the United States, the Philippines, or other jurisdictions where jenX or its authorized service providers operate.

All storage providers are required to maintain robust security measures that comply with industry standards such as ISO 27001, SOC 2, or their functional equivalents.

Data transfers and remote storage are conducted using encryption, access controls, and multi-factor authentication to prevent unauthorized access.

C. Security Measures

jenX employs a layered security framework designed to ensure data confidentiality, integrity, and availability, including but not limited to:

- Encryption of data in transit and at rest;
- Secure socket layer (SSL/TLS) protocols for all web-based transactions;
- Role-based access control and authentication requirements for personnel;
- Network firewalls, endpoint protection, and continuous monitoring for intrusion;
- Regular vulnerability assessments and data-security audits;
- Employee training and confidentiality agreements for all personnel handling Personal Data; and
- Incident-response procedures to promptly address any suspected or confirmed data breaches.

D. Data Breach Notification

In the event of a data breach or security incident that compromises Personal Data, jenX will:

1. Promptly assess the scope and nature of the incident;
2. Take immediate containment and mitigation measures;
3. Notify affected individuals and the appropriate regulatory authorities as required by applicable law (e.g., the Philippine National Privacy Commission, U.S. state regulators, or EU/UK supervisory authorities, if relevant); and
4. Maintain documentation of all remedial actions taken.

E. Responsibility of Applicants and Contractors

Applicants and Contractors are responsible for maintaining the confidentiality of any login credentials, access tokens, or communication tools issued by jenX. You agree to notify jenX immediately of any suspected compromise of your credentials or unauthorized access to your account.

F. No Guarantee of Absolute Security

While jenX uses commercially reasonable efforts and industry-standard safeguards, no system or transmission over the internet is completely secure. Accordingly, jenX cannot guarantee absolute protection of your Personal Data but commits to ongoing review and improvement of its data-security framework.

7) Data Subject Rights and Requests

jenX Global Partners (“jenX”) respects the rights of all individuals whose Personal Data it collects and processes, including Applicants and Contractors. You may exercise the rights outlined below subject to applicable law, verification, and reasonable limitations consistent with jenX’s legitimate business and legal obligations.

A. Rights of Applicants and Contractors

Under the Philippine Data Privacy Act (DPA), the GDPR, and comparable international privacy frameworks, you may have the following rights:

1. Right to Access – You have the right to request confirmation of whether jenX holds Personal Data about you and to obtain a copy of such data, along with details regarding its use and processing.
2. Right to Rectification – You may request correction or update of inaccurate or incomplete Personal Data maintained by jenX.
3. Right to Erasure (“Right to Be Forgotten”) – You may request deletion of your Personal Data where it is no longer necessary for the purposes collected, or if you withdraw consent, subject to lawful retention requirements.
4. Right to Object or Restrict Processing – You may object to processing based on legitimate interests or request restriction where accuracy, necessity, or lawfulness is contested.

5. Right to Data Portability – You may request a copy of your Personal Data in a structured, commonly used, and machine-readable format and, where technically feasible, request transmission to another controller.
6. Right to Withdraw Consent – Where processing is based on consent (e.g., background checks, data retention for future roles), you may withdraw that consent at any time without affecting prior lawful processing.
7. Right to File a Complaint – You may lodge a complaint with the relevant data-protection authority (e.g., the Philippine National Privacy Commission, the U.S. Federal Trade Commission, or your local authority) if you believe your privacy rights have been violated.

B. Exercising Your Rights

Requests to exercise any of these rights should be directed to:

Data Protection Officer (DPO)

Attn: Jennie Largent

jenX Global Partners

8407 Bandera Rd, Suite 103-271

San Antonio, TX 78250, USA

Email: privacy@jenx.ai

jenX may require reasonable proof of identity or verification documentation to ensure that requests are made by the data subject or an authorized representative.

Upon receipt of a valid request, jenX will:

- Acknowledge receipt and verify the identity of the requester;
- Respond within thirty (30) calendar days, or such extended period as permitted by law; and
- Provide information free of charge, unless requests are excessive, repetitive, or manifestly unfounded, in which case reasonable administrative fees may apply.

C. Limitations on Rights

jenX may deny or limit certain requests where:

- Disclosure would adversely affect the privacy rights or legitimate interests of others;
- Data is retained to comply with a legal obligation or resolve disputes; or
- Deletion or restriction would prevent fulfillment of a contractual, tax, or audit obligation.

In all cases, jenX will explain the legal or practical reasons for denial or partial fulfillment.

D. Communication Preferences

Applicants and Contractors may opt out of non-essential or promotional communications at any time by using the “unsubscribe” option in emails or contacting privacy@jenx.ai. However, essential administrative or service-related communications cannot typically be opted out of.

8.1 No Offer or Guarantee of Employment or Engagement

Submission of an application, résumé, or expression of interest to jenX Global Partners (“jenX”) does not constitute an offer, promise, or guarantee of employment, independent-contractor engagement, or project assignment. Participation in any recruitment, interview, or screening process does not create a contract of any kind, whether express or implied.

All hiring, placement, and contracting decisions are made solely at the discretion of jenX Global Partners based on business needs, qualifications, and applicable law. jenX reserves the right to modify, suspend, or withdraw any job posting, project opportunity, or recruitment process at any time without prior notice and without incurring liability to any applicant, candidate, or third party.

No representative of jenX Global Partners is authorized to make binding employment or engagement commitments verbally, through social media, or by informal correspondence. Any formal offer of employment or independent-contractor engagement will be issued only in writing and must be executed by an authorized representative of jenX Global Partners.

8.2 At-Will Employment and Independent-Contractor Clarification

A. At-Will Employment (United States)

For applicants or individuals engaged by jenX Global Partners (“jenX”) within the United States, any employment relationship established with jenX is at-will. This means that either you or jenX may terminate the employment relationship at any time, with or without cause or notice, subject only to applicable federal, state, or local law. No statement—whether oral, written, or implied—by any jenX representative shall alter the at-will nature of employment, except through a written agreement signed by an authorized executive of jenX Global Partners.

B. Independent-Contractor Engagements (Philippines and Other Jurisdictions)

For individuals engaged as independent contractors, virtual assistants, or project-based service providers, the relationship with jenX is that of an independent contractor, not an employee, agent, or representative of jenX. Nothing in any communication, contract, or policy shall be construed to create an employment, joint-venture, or agency relationship.

Contractors shall:

- Maintain full control over the means and methods of performing their work;
 - Be responsible for their own taxes, licenses, permits, and social-security or government contributions;
- and
- Not be entitled to employee benefits, insurance, leave, or statutory entitlements afforded to employees under Philippine labor law or any other jurisdiction’s employment statutes. However, jenX may, at its sole discretion, elect to provide certain benefits, stipends, or allowances to independent contractors as goodwill incentives or for business convenience. Any such offerings shall be voluntary, non-contractual, and revocable at any time, and shall not create or imply an employment relationship or any ongoing entitlement.

C. Non-Circumvention of Classification

Applicants and Contractors acknowledge and agree that classification as an employee or independent

contractor is determined solely by jenX, based on applicable legal standards and the nature of the engagement. Misrepresentation of one's status or performance of work inconsistent with declared contractor status may result in termination of engagement or disqualification from future opportunities. Contractors remain subject to any non-solicitation, confidentiality, or non-circumvention obligations contained in their written engagement agreements or applicable Terms of Service.

D. Written Agreement Required

Any employment or independent-contractor relationship shall be formalized only through a written agreement specifying the scope, duration, compensation, and governing terms. No informal or verbal assurances, correspondence, or application communications shall constitute a binding contract.

8.3 Applicant Representations and Accuracy of Information

A. Truthfulness and Completeness of Information

By submitting an application, resume, or related materials to jenX Global Partners ("jenX"), you represent and warrant that all information provided is true, complete, and accurate to the best of your knowledge. Any falsification, omission, or material misstatement—whether discovered during the application process or after engagement—may result in immediate disqualification, termination of engagement, or other lawful action.

B. Authorization to Verify Information

You expressly authorize jenX to verify any and all information provided in your application, resume, or interview, including but not limited to employment history, education, credentials, and professional references. jenX may contact past employers, educational institutions, and other relevant parties for verification purposes, consistent with applicable data-protection laws and subject to confidentiality safeguards.

C. Background and Identity Checks

Where required by law or appropriate for the role, jenX may conduct background screening, credential verification, or identity confirmation, including review of government-issued identification documents. Such screening will be conducted only with your explicit consent and in accordance with applicable privacy and labor laws in the United States, the Philippines, and other relevant jurisdictions.

D. Accuracy of Supporting Documentation

Applicants and Contractors must ensure that all documents provided to jenX—including identification, tax, or banking records—are legitimate, current, and lawfully issued. Submission of fraudulent, altered, or counterfeit materials may result in immediate rejection or termination of engagement and may be reported to appropriate authorities.

E. Ongoing Duty to Update Information

You agree to promptly notify jenX of any changes to your contact information, employment status, eligibility to work, or other material circumstances that affect your application or engagement. Failure to provide updated information may delay processing or affect your continued eligibility.

8.4 Right to Withdraw or Discontinue Application

A. Applicant's Right to Withdraw

Applicants may withdraw their application or request deletion of submitted materials at any time by notifying jenX Global Partners ("jenX") in writing at privacy@jenx.ai. Upon receipt of such notice, jenX will promptly cease further processing of the application and, unless retention is required by law, securely delete related Personal Data in accordance with jenX's Data Retention Policy.

B. jenX's Right to Decline or Discontinue Applications

jenX reserves the right, in its sole discretion, to decline, suspend, or discontinue any application or recruitment process at any time, without obligation to provide specific feedback or reasons for non-selection. Such decisions may be based on business needs, role availability, candidate suitability, or other legitimate factors and do not create any right or expectation of employment or engagement.

C. No Obligation to Retain Application Materials

Except as required by applicable law or internal policy, jenX is under no obligation to retain application materials or correspondence for applicants who are not selected. Deleted or archived data will not be accessible for reapplication purposes unless you resubmit updated materials through the appropriate channel.

D. Future Consideration

With your consent, jenX may retain your application materials for a limited period (typically up to twenty-four [24] months) to consider you for future opportunities. You may withdraw such consent at any time by contacting privacy@jenx.ai.

E. No Guarantee of Feedback or Reconsideration

jenX may, but is not obligated to, provide feedback, interview notes, or explanations regarding selection outcomes. Non-selection for one opportunity does not preclude consideration for other roles at jenX's discretion.

8.5 Governing Law and Jurisdiction for Recruitment Disputes

A. Primary Governing Law

This Notice, and any dispute, claim, or controversy arising out of or relating to the recruitment, selection, or engagement process of jenX Global Partners ("jenX"), shall be governed by and construed in accordance with the laws of the State of Texas, United States, without regard to its conflict-of-law principles.

B. Dispute Resolution and Arbitration (U.S. Applicants and Contractors)

For Applicants or Contractors located in or applying from the United States, any dispute or claim arising from or relating to the recruitment or engagement process shall be resolved through binding arbitration administered by the American Arbitration Association (AAA) under its Commercial Arbitration Rules.

- The arbitration shall be conducted in Bexar County, Texas, in English.

- The arbitrator's decision shall be final and binding.
- Each party shall bear its own costs unless otherwise awarded by the arbitrator.

If arbitration is found unenforceable, the parties consent to the exclusive jurisdiction of state and federal courts in Bexar County, Texas.

C. Applicable Law for Philippine-Based Contractors

For independent contractors located in the Republic of the Philippines, this Notice shall be read in harmony with the Philippine Data Privacy Act of 2012, the Civil Code of the Philippines, and other applicable labor and tax regulations governing independent contracting arrangements.

Any disputes relating to classification, payment, or contractor rights shall be governed primarily by Philippine law, subject to the arbitration and governing-law provisions in this Section for matters involving jenX's corporate operations or data processing outside the Philippines. Nothing in this Section shall prevent an individual from exercising statutory rights or bringing claims before competent labor or administrative authorities where such rights are non-waivable under applicable local law.

D. Cross-Border Jurisdiction and Enforcement

Where recruitment or engagement activities involve both U.S. and Philippine operations, the parties agree that:

- Cross-border data or contract disputes may be resolved in Texas under U.S. law; and
- Local compliance obligations (such as tax filings or employment-status determinations) will remain subject to Philippine regulatory authority.

This dual framework ensures that both U.S. and Philippine laws are respected while maintaining jenX's centralized dispute-resolution process.

E. No Class or Collective Actions

All disputes under this Notice must be brought on an individual basis. Applicants and Contractors waive any right to participate in class, collective, or representative proceedings against jenX, except as required by law.

8.6 No Offer or Guarantee of Engagement

A. No Offer or Contractual Relationship Created

Submission of an application, resume, or related materials to jenX Global Partners ("jenX") does not constitute an offer of employment, independent-contractor engagement, or any form of binding agreement. Participation in any stage of the recruitment or evaluation process does not create an obligation on the part of jenX to extend an offer, enter into a contract, or provide compensation.

B. No Guarantee of Engagement or Continued Opportunity

jenX reserves the right to modify, postpone, or withdraw any advertised opportunity at any time, without notice or liability. The number and availability of positions or projects are subject to change based on business needs, client demand, and operational capacity. No representation or promise made during interviews, correspondence, or recruitment discussions shall be construed as a guarantee of selection or future engagement.

C. No Reliance or Expectation Rights

Applicants and Contractors acknowledge that all communications, interviews, or pre-engagement discussions with jenX are exploratory and non-binding. You agree not to rely on any oral or written statements, representations, or implied commitments regarding employment, compensation, project assignment, or duration of engagement unless contained in a duly executed written agreement issued by jenX.

D. Independent Evaluation

All hiring and contracting decisions are made at jenX's sole discretion based on qualifications, suitability, and business requirements. jenX may discontinue, modify, or repeat recruitment processes without obligation to applicants or external parties.

8.7 Acknowledgment and Consent

A. Acknowledgment of Notice

By submitting an application, resume, or related materials to jenX Global Partners ("jenX"), you acknowledge that you have read, understood, and agree to the terms of this Recruitment & Contractor Privacy Notice and the jenX Global Partners Privacy Policy. You further acknowledge that this Notice explains how jenX collects, uses, transfers, and protects your Personal Data for recruitment, onboarding, and contractor-management purposes.

B. Consent to Processing

By applying for a position or contractor engagement, you provide express, voluntary, and informed consent for jenX to:

- Collect, store, and process your Personal Data for legitimate recruitment and evaluation purposes;
- Verify credentials, conduct reference or background checks (where legally permitted);
- Transfer your Personal Data to authorized service providers, systems, or jurisdictions necessary to support recruitment and engagement operations; and
- Retain your information for future opportunities for up to twenty-four (24) months, unless you withdraw consent earlier.

C. Right to Withdraw Consent

You may withdraw your consent to processing or retention at any time by contacting privacy@jenx.ai. Withdrawal of consent will not affect any processing that occurred before the withdrawal and may render jenX unable to continue considering you for current or future opportunities.

D. Representation of Accuracy

By submitting information, you represent that all details provided are accurate, complete, and current to the best of your knowledge. Providing false, misleading, or incomplete information may result in disqualification or termination of any subsequent engagement.

E. Binding Effect

This Acknowledgment and Consent section forms a legally binding part of the Recruitment & Contractor

Privacy Notice and remains effective for all applications or engagements submitted to jenX unless superseded or revoked in writing.

9) Updates, Changes, and Contact Information

A. Policy Updates and Revisions

jenX Global Partners (“jenX”) may revise or update this Recruitment & Contractor Privacy Notice from time to time to reflect changes in its business operations, applicable laws, or industry standards.

When updates occur:

1. The “Last Updated” date at the top of this Notice will be revised;
2. The revised version will be posted on jenx.ai (or any successor careers or application portal); and
3. Where material changes affect how Personal Data is collected, used, or shared, jenX will provide additional notice—such as an email, application banner, or direct communication—before the change takes effect.

Revisions to this Notice apply prospectively only and do not retroactively affect any data processing completed under earlier versions of the Notice. Your continued submission of application materials or participation in recruitment or contract processes after the effective date of an update constitutes acceptance of the revised Notice.

B. Relationship to Main Privacy Policy

This Notice supplements and should be read in conjunction with the jenX Global Partners Privacy Policy and Terms of Service.

In the event of any inconsistency between this Notice and the general Privacy Policy, the terms of this Notice will govern with respect to Applicant and Contractor data.

C. Contact Information

Questions, concerns, or data-protection requests relating to recruitment, contractor management, or this Notice should be directed to:

Data Protection Officer (DPO)

Attn: Jennie Largent

jenX Global Partners

8407 Bandera Rd, Suite 103-271

San Antonio, TX 78250 USA

Email: privacy@jenx.ai

Phone: +1 (210) 595-0415

jenX will respond promptly and in accordance with applicable data-protection laws.

D. Effective Date

This Recruitment & Contractor Privacy Notice is effective as of October 24, 2025, and supersedes all prior statements regarding jenX Global Partners' handling of Applicant or Contractor Personal Data.

Version History

Version	Effective Date	Summary of Changes
1.0	10/24/2025	Recruitment & Contractor Privacy Notice