

Declaration

QualiWork declares that **MPC Recruitment (Pty) Ltd** follows and respects the privacy of the data subjects in accordance with the GDPR General Data Protection Regulation (EU) 2016/679 and related to Business Process Outsourcing Solutions, such as Online Education and Tutoring Services, provided to international Clients.

In January 2020, **QualiWork** Data privacy auditors conducted an audit on **MPC's Privacy and Security Management System**.

Relevant documents that have been revised to demonstrate compliance with the GDPR:

- MPC Personal Data Compliance sheet
- MPC Employment Contract- Confidentiality and Non-Disclosure Clause
- MPC Privacy Manager Job description and organizational structure
- MPC Training and Quality Assurance Analyst Job Description
- English Language Consultant Governing Rules
- MPC IT technical security
- MPC BCP - Business Continuity Plan
- MPC Backups

QualiWork quality management system is certified on ISO 9001:2015 on the following scope: Consulting, training and auditing standards within national and international reference to Public and Private Entities (Quality, ISO/IEC 20000 Service Management System, Information Security ISO/IEC 27001, ISO/IEC 27701 Security techniques - Extension to ISO/IEC 27001 for privacy information management, Environment, Research and Development Innovation RDI, Security at Work, Food Safety Management Training), Consulting process mapping.

Lisbon, 31 January 2020

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Qualiwork,Lda.

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