

RAEORA, Recruitment and Employer of Record Alliance **Website Privacy Policy**

WEBSITE PRIVACY POLICY

Effective Date: Nov 2025 | Last updated: Nov 2025

This Privacy Policy applies to the jointly branded online platform operated under the domain **www.raeora.com**, including its related country sub-sites **www.raeora.com.co.uk** and **www.raeora.com.co.za** (collectively referred to as the “Website”). The Website is operated by **Recruitment and Employer of Record Alliance (RAEORA) Limited (UK Company No. 15776754)**, a company registered in the United Kingdom with its registered address as 162 Rockbourne Road, Sherfield on Loddon, Hampshire RG27 0SR United Kingdom; and **Recruitment and Employer of Record Alliance (RAEORA) (Pty) Ltd (South Africa Company Reg. 2025/479857/07)**, a company registered in South Africa with its registered address as 7 Clingendael Close, Tokai 7945, Cape Town, South Africa. Together referred to as “**the Company**”, “**We**”, “**Us**” or “**Our**”.

1. Our Commitment to Privacy

We respect your right to privacy and are committed to protecting the personal information you share with us. This Privacy Policy explains how we collect, use, disclose, and safeguard your information in accordance with:

- The **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**, and
- The **Protection of Personal Information Act 4 of 2013 (POPIA)** of South Africa.

By using our Website, you agree to the terms of this Privacy Policy. If you do not agree, please refrain from using our Website.

2. Information We Collect

We may collect and process the following types of personal information:

2.1 Information You Provide Directly

This includes information submitted when you:

- Register on the Website;
- Submit a CV or job application;
- Request information or services;
- Contact us through forms, chat, or email;
- Subscribe to newsletters or job alerts.

The personal data collected may include:

- Name, surname, and contact details (email, phone number, address);
- Employment history, qualifications, and professional information;
- Client company contact and business details;
- User login credentials (if applicable).

2.2 Information Collected Automatically

We may collect data automatically through cookies and analytics tools when you visit our Website, including:

- IP address and browser type;
- Pages visited, time spent, and referring websites;
- Device information and geolocation data.

You can manage your cookie preferences through your browser settings.

3. How We Use Your Information

We use personal information to:

- Facilitate recruitment and HR consultancy services;
- Match candidates to job opportunities;
- Manage client relationships and business development;
- Respond to enquiries and provide requested information;
- Improve our Website and user experience;
- Comply with legal obligations and industry regulations.

We do **not** sell or rent your personal information to third parties.

4. Legal Basis for Processing (UK and EU Users)

Under the UK GDPR, we process personal data on the following legal bases:

- **Consent** – when you voluntarily submit your information;
- **Contract** – when processing is necessary to deliver requested services;
- **Legitimate Interest** – to operate and improve our business;
- **Legal Obligation** – when required by law.

5. Data Transfers

Because our Website operates jointly between the UK and South Africa, your personal data may be transferred between these countries. We ensure all transfers comply with applicable data protection laws and are protected through contractual and technical safeguards.

6. Data Security

We implement appropriate technical and organisational measures to safeguard your data from unauthorised access, loss, misuse, alteration, or disclosure. Access to personal data is limited to authorised personnel only.

If we process online submissions, these are encrypted using **SSL (Secure Socket Layer)** technology or equivalent secure protocols.

WEBSITE PRIVACY POLICY

7. Data Retention

We retain personal data only as long as necessary for the purpose it was collected or as required by law. Candidate CVs or applications are retained unless you deletion is requested.

8. Your Rights

Depending on your location, you may have the right to:

- Access the personal information we hold about you;
- Request correction or deletion of inaccurate or outdated data;
- Withdraw consent for processing (where applicable);
- Object to certain processing activities;
- Request data portability.

To exercise any of these rights, please contact us using the details provided.

9. Sharing of Information

We may share information with:

- Clients seeking recruitment or HR services;
- Trusted service providers who assist us in operating our Website or business;
- Legal or regulatory authorities, if required by law.

All third parties are bound by confidentiality and data protection obligations.

10. Cookies

Our Website uses cookies to enhance user experience, analyse site traffic, and enable certain functionalities. You can manage or disable cookies in your browser settings, though this may limit certain features.

11. Children's Privacy

Our Website is not intended for children. We do not knowingly collect personal information from minors. If we become aware that we have inadvertently collected such information, we will delete it promptly.

12. International Users

As our Website is accessible globally, users outside the UK and South Africa acknowledge that their information may be processed in accordance with this Privacy Policy and the relevant data protection laws of these jurisdictions.

13. Updates to This Policy

We may update this Privacy Policy from time to time by publishing a new version on our Website. Please review this page periodically to stay informed of any changes.

14. Governing Law

This Privacy Policy is governed by and construed in accordance with the laws of:

- **England and Wales** for Recruitment and Employer of Record Alliance (RAEORA) Limited; and
- **The Republic of South Africa** for Recruitment and Employer of Record Alliance (RAEORA) Pty (Ltd).

Any disputes arising shall be subject to the jurisdiction of the respective courts of these countries.

15. Contact Us

If you have any questions, requests, or complaints regarding this Privacy Policy or our data handling practices, please contact us:

UNITED KINGDOM

Recruitment and Employer of Record Alliance (RAEORA) Limited info@raeora.co.uk | +44 0118 3152354

SOUTH AFRICA

Recruitment and Employer of Record Alliance (RAEORA) Pty (Ltd) info@raeora.co.za | +27 021 213 1083

www.raeora.com / www.raeora.co.uk / www.raeora.co.za