



Careers

At **VISION GROUP**, we consider the respect of each individual's right to privacy to be of fundamental value. That's why we attribute great importance to preserving and guaranteeing the protection and confidentiality of the personal information you entrust to us.

By submitting your application for a position with **VISION GROUP**, you consent to the collection, use, disclosure and storage of your personal information in accordance with this Privacy Policy (the "**Policy**").

This Policy consists of the following elements:

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1. What is the purpose of the privacy policy?

Respect to privacy and the protection of personal information are essential to us, which is why, through this Policy, we intend to protect personal information in accordance with applicable laws.

In order to ensure this protection, **VISION GROUP** will only collect, process and share personally identifiable information with the consent of the individual, unless permitted or required by law, in which case your consent will not be required.

The purpose of the Policy is to inform users of why and how **VISION GROUP**, or anyone acting on its behalf, will collect and use their personal information. It is intended to be in plain language to ensure informed consent from users.

For the purposes of this Policy, "personal information" means any information about an identifiable individual or information that allows an individual to be identified.



2. What is the effective date of the privacy policy?

This Policy applies as of 08/08/2023 and replaces the privacy policy in effect prior to that date.

3. How do we obtain your consent?

We are committed to obtaining consent prior to collecting personal information from an individual. Consent may be express or implied and may be provided directly by the individual or by his or her authorized representative.

We prefer to obtain express consent, whether verbally, electronically or in writing. However, implied consent may be reasonably inferred from a person's action or inaction. For example, providing a name and address to receive documentation, or a name and telephone number to obtain an answer to a question, is considered implied consent to the collection of information containing personal information. In determining the appropriate type of consent, we consider the sensitivity of the personal information involved, the purposes for which it is collected and the reasonable expectations of a similarly situated individual.

If we want to use the personal information collected for a purpose other than those described in this Policy, we will describe the intended use and ask for consent again.

We will never disclose such information other than in accordance with this Policy, except as required or permitted by law.

We do not knowingly collect information from children or others under the age of 14. If you are a minor under the age of 14, please do not provide us with any personal information without the express consent of a parent or guardian. If you are a parent or guardian and you are aware that your children have provided us with personal information, please contact us.

4. What personal information do we collect?

VISION GROUP may collect personal information in various forms but will do so only by lawful means and only for the necessary purposes disclosed to you, as described in this Policy, or as permitted or required by law.

The personal information we collect, and its sensitivity, may vary depending on the context of your interactions with **VISION GROUP**. This is why we must first inform you of the nature of the personal information we use.



We protect all personal information collected. Personal information that may be collected, used and shared may include:

- **Name and contact information:** First and last name, e-mail address, mailing address, telephone number and other similar data used to contact you.
- **Demographic data:** Information about you, such as your age, gender, country and language of communication.
- **Information on curriculum vitae:** Including education and professional experience, accreditations and certifications.
- **Background check information.**
- **Information collected when you visit our websites:** for example:
 - Data on sites visited and usage.
 - Location data: data, which may or may not be precise, about the location of your device. For example, it is possible to collect location data from a device's IP address or from data in your account profile that indicates with less precision where you are, such as the name of a town or a zip code.
 - Other data: other data provided when you use our website, in particular data from Google Analytics, data received via certain social networks.
- **Any other information you voluntarily provide.**

5. How do we collect your personal information?

We collect your information from the following sources:

- **Directly from you:** we may collect personal information that you provide to us directly, for example when you submit a job application on our website or that of one of our partners, by telephone or by e-mail.
- **On our websites:** when you browse our websites or our online and mobile services, we collect information about you. This information may be collected through "cookie" and "pixel" or directly on our sites.
- **From other sources:** Depending on the situation, we may need to collect information about you from other individuals, organizations or entities, for example: our background check solution provider.



6. How do we use your personal information?

We use your personal information to serve you daily and to meet our legal obligations.

If we intend to use your personal information for purposes other than those mentioned below, we will inform you, unless the law authorizes us to use it otherwise.

VISION GROUP may use and disclose personal information for the following purposes:

- **The recruitment process:** we use the information we collect to determine your suitability for the position in question, your qualifications, your right to work in Canada and to add you to our pool of candidates.
- **Our communications with you:** we use the data to communicate regularly with you about new job offers or vacancies.
- **Data analysis and research:** we use data to carry out research, particularly for scientific purposes and in the public interest, where permitted by law. In such cases, we anonymize your personal information, so that it no longer includes information from which you can be identified.
- **Marketing and business development:** With your consent, we may use the information we have collected, including information submitted in connection with contests or sweepstakes, to contact you directly with respect to research opportunities, services, procedures or materials offered by **VISION GROUP** that may be of interest or benefit to you. If you no longer wish to receive this information, you have the right to request that we remove you from our list.
- **Any purpose permitted or required by law.**

7. Who has access to your personal information and with whom may it be shared?

Access to your personal information is limited to **VISION GROUP** personnel, consultants and representatives who require access in the performance of their duties. Our staff, consultants and representatives are committed to protecting the confidentiality of the personal information they require in the course of their duties and are required to undergo regular training in the security and protection of personal information.

We do not share your personal information with companies, organizations, or individuals outside **VISION GROUP**, with the exception of our authorized suppliers and partners who need access to the information for the purposes listed in this Policy and within the limits of this Policy, as well as in the following cases:

- With your consent.
- For legal reasons: We transmit personal information outside our company if access to it is necessary to comply with applicable laws and regulations.

VISION GROUP will not sell or rent your personal information to third parties.



8. How do we use cookies and similar technologies?

VISION GROUP may use cookies, web beacons, pixels, log files or other technologies to collect certain personal information about visitors to our websites, as well as about the recipients of our newsletters, invitations and other communications. Cookies are pieces of information transmitted by the server to the browser during a visit to the Web site that uniquely identify the current connection. This data may include information such as your Internet Protocol (IP) address, browser type, browser version, the pages of our site you visit, the time and date of your visit, the time spent on the site and any other statistics.

Cookies are used to retrieve session-related search history, to facilitate the user's online browsing experience. It is important to note that, depending on the settings you choose, activating the cookies option may allow other servers to install cookies on your system. You can set your browser to inform you of the presence of cookies, giving you the chance to decide whether or not to accept them.

Please note that our website may contain links or references to third party websites. This policy no longer applies when you leave our website and **VISION GROUP** is not responsible for the collection or processing of personal information by these third parties or via these external sources.

9. How long do we keep your personal information?

VISION GROUP retains your personal information for as long as it is needed to provide our services to you, to manage our business and to comply with our legal and regulatory obligations. When we no longer need your personal information, we will securely destroy it or make it anonymous so that it can no longer be used to identify you.

10. How do we ensure the security and confidentiality of your personal information?

During the retention period, **VISION GROUP** takes physical and technical measures to ensure the security of data containing personal information.

The primary locations where personal information is stored are in cities where **VISION GROUP** maintains offices or facilities and in cities where our data storage service provider maintains servers containing data collected by **VISION GROUP**.

Once the retention period has expired, personal information is destroyed. Only statistics or reports containing de-identified and anonymized data, no longer allowing you to be identified, may be kept for extended periods of time.



11. What are your rights regarding your personal information?

VISION GROUP ensures that all personal information in its possession is as accurate, current and complete as necessary for the purposes for which it is to be used.

At any time, you have the following rights with respect to your personal information:

- **Access:** You have the right to request access to your personal information for verification purposes. If you wish to access your personal information, you may make a request using the contact information provided at the end of this Policy. To the best of our ability, we will provide you with timely access to your personal information. However, for security reasons, we may need to verify your identity and the reason you are making the request.
- **Rectification:** You have the right to rectify inaccurate or incomplete information we hold about you. If you believe that your personal information is inaccurate, you may make a request using the contact information provided at the end of this Policy.
- **Modification:** If you wish to modify the information we hold on you, for example following a change in your personal situation or a change of address, it is your responsibility to contact the clinic or the person with whom you usually do business at VISION GROUP to update it.
- **Withdrawal of consent:** If you decide to withdraw your consent to the collection, use and sharing of your personal information required to serve you daily and to comply with our legal obligations, we may no longer be able to provide you with the service you requested. In such a case, we will provide you with all the information required to explain the consequences of withdrawing your consent on our provision of services.

12. How to contact us

If you have any questions, comments or complaints about this Policy, you can contact the person responsible for ensuring compliance with this privacy policy:

VISION GROUP

Attn. Privacy Officer
1180 Drummond Street, Suite 400
Montreal QC H3G 2S1

1 877 305-1515
privacy@thevisiongroup.com

13. How do we update this privacy policy?

We may make changes to this Privacy Policy from time to time. Any reduction in your rights under this Policy will not be implemented without your express consent. We always indicate the date on which the latest changes were made. If the changes are significant, we will post a prominent notice on our website or contact you to notify you when required by law.