

# Privacy Policy and Data Protection 2024

## Terms of Use of the HRDF's Website

The website of the Human Resources Development Fund (HADAF) as well as its services and other branched websites are available for personal use, and any access to this website shall be governed by the terms and conditions of use and applicable laws of the Kingdom of Saudi Arabia. In addition, any login or access to the website and its services shall constitute unconditional approval on the terms and conditions of use, whether it is a registered user or not. Such approval shall come into force as of the date of first use of this website.

## Release of Liability

The information, services and pages are provided on this website on “as-is” basis as per the best technical and security practices and standards without any guarantees or acknowledgement. The Human Resources Development Fund (HADAF) expressly releases its liability for provision of any legal or implicit guarantees or acknowledgements including but not limited to; provision of any guarantees that such website will be available without any interruption or to access to it at your convenience, and to be safe and free of errors. The Fund shall not bear any liability for any direct, indirect, incidental, consequential or specific damage of any type whether it is related or resulted from using this website or any of the websites, materials or connections which may be accessed through it.

## Limits of Liability

You shall be personally liable for the use, browse, download of materials and provision of information as well as all your behaviors towards this website. Therefore, you acknowledge and agree that in the event of providing your own information or downloading any of the materials or services available in the website, you do so at your own discretion, full awareness and knowledge of the risks that threaten you, and you shall be solely liable for any damage that may be caused to you including the loss of information and data or the damage that may be caused to your computer.

## Terms of Use

Your access to Human Resources Development Fund (HADAF) and use of its contents shall constitute unconditional acceptance and acknowledgement on your part to comply and agree on the following:

- The provisions of applicable laws and instructions of the Kingdom of Saudi Arabia.
- Not to abuse the website of the Fund in any manner nor to take any action that may cause any malfunction to the website.

- Links provided on this website to other websites don't mean the liability of Human Resources Development Fund (HADAF) in any manner for its contents or the safety of these links or websites. Moreover, such links are used under your own liability.
- Not to upload or download any files that may contain other software, materials, data or information which are not owned by you nor you don't have any license for it.
- Not to upload or download any files that may contain viruses, corrupted data or malicious software, nor to carry out any works that may affect the integrity, reliability and continued availability of the information on the website.
- Not to publish, advertise, distribute or circulate any materials or information that may contain defamation, violation of laws, pornographic or obscene materials, or contrary to Islamic teachings or public morals, or any illegal materials or information through the Fund's services.
- Use any method, program or procedure for interception or attempt for interception of proper operation of the website of the Fund.
- User shall be liable for any contents to be sent through this website. The Fund shall not be liable for any violation of the rights by any third party which may be made by using this website or any contents thereof.
- The Fund has the right- as per its absolute discretion- to end, restrict or stop the availability of the website or any of its contents from you.
- Arabic Language is the official language of the website. The translation of its contents aims to provide an additional service; hence, any non-Arabic content on the website may not be relied.
- Any disputes or claims related to this website shall be exclusively governed by the competent judicial bodies of the Kingdom of Saudi Arabia.
- Accept any updates to the terms of use upon providing it by the Human Resources Development Fund at its own discretion and without the need to deliver any notice.

### **Privacy Policy and Data Protection Updates**

The visitors of the portal and beneficiaries of its services shall continuously review the conditions and principles of privacy and confidentiality of information to be aware of any updates thereof. It is noted that the portal management is not obliged to announce any updated to these conditions and principles. Your use of the portal means that you have reviewed and agreed on these conditions and principles and any continuous amendments thereof.

### **Use of Cookies**

Cookies may be used in electronic interchange in order to provide better service to the user. Cookies are elements of data that may be sent by the electronic service to the browser and stored on the user computer. The purpose of cookies stored on the user computer is to facilitate browsing the websites and do not serve any other functions.

### **Data Protection and Confidentiality Policy**

Within the framework of users' data and information privacy and confidentiality protection, and to explain all conditions and obligations for browsing this website, kindly review the information

privacy and confidentiality policy indicated on this page to be aware of any updates. The Fund is not obliged to announce updates to this policy. Your use of this website means that you have reviewed and agreed to this policy and any updates or amendments made at any time. By visiting, browsing, or using the website of the Human Resources Development Fund (HADAF), you acknowledge that you have read, understood, and agreed to comply with the privacy and confidentiality policy as well as the applicable rules, regulations, and laws issued in this regard.

### **1. Protection of Website**

To ensure the protection and availability of information and services provided through the website to visitors, Human Resources Development Fund (HADAF) monitors data traffic to and from the website to protect it and detect any unauthorized access or any attempt to change or disrupt content. Unauthorized access to this website or any of its systems, attempts to alter content, disrupt access, or cause damage in any manner are strictly prohibited. The Fund reserves the right to take legal action against perpetrators per the (Anti-Cyber Crime Law) and legislation of the Kingdom of Saudi Arabia.

### **2. Virus Protection**

We strive to examine and test the website's contents and recommend using antivirus software for all downloaded materials. Human Resources Development Fund is not liable for any data loss, disruption, or damage to your computer or any device you use for browsing, which may occur during connection to this website or when using any downloaded material.

### **3. Security of Personal Information**

The website management takes proper and appropriate measures to maintain personal information in a secure manner, ensuring its protection from loss, unauthorized access, abuse, amendment, and unauthorized disclosure. The most applicable measures for protecting the visitor's personal information are as follows:

Strict procedures and measures to ensure information security and prevent unauthorized access to our systems.

Regular and periodic updates of protection procedures and controls.

### **4. External Website Links**

Links are provided to external websites managed by other bodies. The Fund aims to assist visitors in accessing certain websites that may offer required services and information but bears no responsibility for the privacy and confidentiality policies or their application on these websites. We advise visitors to review the privacy and confidentiality policy of any linked site.

This policy applies to the procedures and services managed by the Fund and governs visitors' use of the Fund's external website. This policy serves as the primary reference. Its provisions are binding, and any violation will lead to corrective and disciplinary action per the Fund's rules and relevant regulations.

## **Personal Data Protection Regulations**

- Personal Data Protection Law
- National Data Management and Personal Data Protection Standards
- National Data Governance Interim Regulations
- Anti-Cyber Crime Law
- Electronic Transactions Law
- Rights of Individuals (Data Subject Matter) and Obligations of Data Controller
- Children and Incompetents' Privacy Protection Policy
- General rules for transferring personal data outside the Kingdom

## **Other relevant legislations and regulations:**

- Controls and Directives of Cybersecurity
- Freedom of Information
- Open Data
- Digital Transformation
- National Data Governance Policies

In the event of any inquiries or opinions on privacy policy, you can contact through unified communication page: call us

## **Policy Archive:**

No archive available