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## **PRIVACY NOTICE FOR JOB APPLICANTS**

Dated 2018-05-18

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PERSTORP GROUP

## 1. INTRODUCTION

- 1.1 The purpose of this privacy notice is to provide information on how Perstorp (“we”) process your Personal Data in connection with your participation in one of our recruitment processes or your submission of an application for a position with us.
- 1.2 We respect your privacy and duly protect the Personal Data we process about you. All processing of Personal Data is carried out in accordance with the GDPR. The following describes how we collect, process and share your Personal Data.

## 2. WHAT PERSONAL DATA WILL BE PROCESSED?

- 2.1 We will collect and process the following types of personal data about you (your “Personal Data”):
- Name
  - Email address
  - The data you have sent to us in your application

### FOR WHAT PURPOSES IS PERSONAL DATA BEING PROCESSED?

- 2.2 We will process your personal data for the following purposes [Insert relevant and specified purposes, e.g.:
- (i) To review if you are a suitable candidate for the advertised job;
  - (ii) To draft employment agreements that will be concluded if you are hired.
- 2.3 The provision of your Personal Data is necessary for us to evaluate whether or not you are suitable for the advertised position. If you do not provide us with your Personal Data, we will not be able to include you in the recruitment process.

## 3. WHAT ARE THE LEGAL GROUNDS FOR PROCESSING YOUR PERSONAL DATA?

- 3.1 The processing of your Personal Data for purpose in Section 2.1 above is based on the necessity of such processing to conclude an employment agreement with you, in the event you are offered employment.
- 3.2 The processing of your Personal Data for purpose in Section 2.1 is based on your explicitly given consent to such processing.

## 4. WHO HAS ACCESS TO YOUR PERSONAL DATA?

- 4.1 We have implemented appropriate technical and organisational measures to protect your Personal Data against loss, unlawful access, etc. The number of persons with access to your Personal Data is limited. Only individuals associated with Perstorp

Group that need to process your Personal Data in accordance with the purposes above will have access to your Personal Data.

4.2 We will share your Personal Data with companies within the Perstorp Group, for the purpose of making the selection among the candidates. When we use an external recruitment consultant company we also share your Personal Data with them.

4.3 Your Personal Data will be transferred to countries outside of EU/EEA that may have a lower level of protection than within the EU/EEA if the manager for the open position is working in any of these countries. When transferring Personal Data to countries outside the EU/EEA, we use standard contractual clauses approved by the European Commission to ensure a sufficient level of protection for your Personal Data. The standard contractual clauses can be found via the following link: [https://ec.europa.eu/info/strategy/justice-and-fundamental-rights/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries\\_en](https://ec.europa.eu/info/strategy/justice-and-fundamental-rights/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en).]

#### 5. **FOR HOW LONG IS YOUR PERSONAL DATA STORED?**

Your Personal Data will only be stored as long as the purpose for which it is kept exists and as long as permitted or required under local law. This means that your Personal Data will be deleted maximum 6 months after the recruitment process is finished.

#### 6. **WHAT ARE YOUR RIGHTS?**

6.1 The controller of your Personal data is the legal unit recruiting the role you apply to. Any units in the Perstorp Group that is controller of your Personal Data is also responsible for this data being processed correctly and in accordance with applicable laws. You find the Legal units in the Perstorp group on our website perstorp.com ([https://www.perstorp.com/en/contacts/legal\\_units/](https://www.perstorp.com/en/contacts/legal_units/)). To contact us regarding processing of personal please use [privacy@perstorp.com](mailto:privacy@perstorp.com) .

6.2 You are entitled to know what Personal Data we are processing regarding you, and you can request a copy of such data. You are entitled to have incorrect Personal Data regarding you corrected, and in some cases you may request that we delete your Personal Data (if, for example, the Personal Data is no longer necessary since the recruitment process has been completed). If you have given your consent to processing of your Personal data for an explicit purpose you may always withdraw your consent. If you want to withdraw your consent, you may contact us through the contact information provided in Section 6.1. You also have the right to object to certain processing of your Personal Data, and request that the processing of your Personal Data be limited. Please note that limitation or deletion of your Personal Data may result in us not being able to include you in the recruitment process. You are also entitled to extract your Personal Data in a machine-readable format and to transfer the Personal Data to another controller.

6.3 If you have questions regarding how we process Personal Data concerning you, you are most welcome to contact us.

- 6.4 If you have any objections to or complaints about the way we process your Personal Data, you have the right to lodge a complaint with the relevant data protection supervisory authority.

## 7. **CHANGES**

If any changes are made concerning the processing of your Personal Data, we will inform you by publishing an updated version of this privacy notice on <https://www.perstorp.com/privacy>.

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