



Information for Our Applicants Regarding the Use and Handling of Your Data and Your Rights

An important general note: PFISTERER Holding SE or the group company to which you submit your application, uses your personal data solely for the purpose of processing the application procedure to fill open positions. Access to your data is restricted to those individuals actively involved in the application process for a position. Your personal data will not be used for any purpose outside the application process.

Data Controller:

The data controller is PFISTERER Holding SE or the company to which you submit your application. Please refer to the respective job posting for contact details.

You can contact our **Data Protection Officer** at: datenschutz@pfisterer.com

Legal basis for data processing:

The legal basis for the processing of personal data is governed, among other things, by e.g. **Article 6(1) of the General Data Protection Regulation (GDPR)**. In addition, country-specific regulations may apply to the processing.

Consent (according e.g. Art. 6(1)(a) GDPR)

The data subject has given consent to the processing for one or more specific purposes.

Performance of a contract (according e.g. Art. 6(1)(b) GDPR)

The processing is necessary for the performance of a contract or for taking steps prior to entering into a contract.

Legal Obligation (according e.g. Art. 6(1)(c) GDPR)

The processing is necessary for compliance with a legal obligation to which the controller is subject.

Legitimate Interests (according e.g. Art. 6(1)(f) GDPR)

The processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject.

What data do we process:

We process personal data as part of the application process.

The primary purpose of data processing is to establish an employment relationship with you. The categories of personal data processed, which are collected as part of the potential establishment (application phase) and handling of your application/e-recruiting, include in particular your master data (such as first name, last name, additional names, nationality), contact information (such as home address, (mobile) phone number, email address), as well as other data (e.g., qualification data, data regarding work activities, criminal records if applicable, social data, bank account information). This may also include special categories of personal data such as health data.



Purposes and Scope of Data Processing:

Personal data is processed for various purposes as part of the application process.

To **initiate and establish an employment relationship**, we process, in particular, personal master data, contact and address information, as well as other details provided on the application portal. This also includes documents and attachments uploaded as part of the application. This processing is necessary to conduct the application process, review applications, and select suitable candidates.

If applicants consent to being **included in an applicant pool**, the necessary personal master data, contact information, and applicant data will be stored beyond the actual application process so that we may contact them again at a later date.

In addition, personal data may be processed for **informational and promotional purposes**, including for sending postal advertisements. In this context, personal master data and contact details are generally used.

With the appropriate consent, applicant data may also be used to review **alternative or additional job openings within an affiliated group** and to consider applicants for these positions. In this context, personal master data and applicant data are processed in particular.

If applicants sign up to receive **newsletters or job alerts (e.g., JobAgent)**, the necessary personal and contact information will be used to provide regular updates on suitable job openings.

Technical data and log data are processed to ensure IT security and proper IT operations. This processing is necessary to protect systems, detect malfunctions, and ensure the secure operation of the applications in use.

In addition, personal data may be processed on a case-by-case basis to the extent necessary to prevent, investigate, or prosecute criminal offenses. In such cases, various categories of personal data may be involved.

If you submit an application and we have another position within the company that matches your applicant profile, we will process the data with the aim of finding a suitable employee.

To the extent that we have obtained your consent to process personal data for specific purposes (e.g., inclusion in a candidate pool, disclosure to affiliated companies), the lawfulness of such processing is based on your consent. Consent that has been given may be revoked at any time. Please note that the revocation takes effect for the future. Processing carried out prior to this revocation remains unaffected.

To the extent that special categories of personal data (such as racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership) are processed as part of the application process, this serves, within the framework of the employment relationship, to exercise rights or fulfill legal obligations under labor law, social security law, and social protection law (e.g., disclosure of health data to the health insurance provider, recording of severe disability). In addition, the processing of health data may be necessary to assess your ability to work.



Your personal data is generally collected directly from you as part of the application process. In addition, we may have received data from third parties (e.g., recruitment agencies). As part of the application process, we also reserve the right to process publicly available information from professional networks (e.g., LinkedIn, XING) or from the internet, in addition to the documents you have submitted, to the extent necessary to assess your suitability for the advertised position. We do not, as a rule, conduct searches on purely private social networks (e.g., Facebook, Instagram).

Should we wish to process your personal data for a purpose not mentioned above, we will inform you of this in advance.

To the extent that you upload your contact information via a social media network, we receive and process the data exclusively for the stated purposes. Data processing in our systems only takes place after the start of the application process you have explicitly requested and the upload of the data. Data collection and transfer from social media networks will only occur to the extent that you request it, in order to facilitate the application process for you.

To whom is the data disclosed (categories of recipients):

Within our company, your personal data is only disclosed to those individuals and departments (e.g., business units, the works council, or the representative body for employees with severe disabilities, as applicable) who require it to fulfill our contractual and legal obligations.

Within our corporate group, your data is transferred to specific companies if they perform data processing tasks centrally for the affiliated companies within the group (e.g., central HR department, centralized IT).

We also use external service providers and software vendors for the operation and administration of our applicant portal and, where applicable, for supporting HR services. These parties process personal data exclusively on our behalf and based on a data processing agreement.

Data retention period:

Personal data is deleted 6 months after the conclusion of the application process. If you are added to the applicant pool, the data is deleted after 3 years if no suitable position can be offered, or upon your request to withdraw your consent.

Transfer of Data:

In the course of our business activities, it may be necessary to transfer personal data within our group. This may, in particular, involve the transfer of data from companies outside the European Union (EU) or the European Economic Area (EEA) to companies within the EU/EEA.

Such transfers take place exclusively where necessary to fulfil contractual or legal obligations, or on the basis of legitimate interests pursuant to Article 6(1)(f) of the GDPR.

We ensure that an adequate level of data protection is maintained during intra-group data transfers. Where data is transferred from third countries to the EU/EEA, this is done in compliance with legal requirements, in particular through appropriate safeguards such as Binding Corporate Rules or other permissible mechanisms.



Data Subject Rights:

You may request information about the data stored regarding you using the contact details provided above. Furthermore, under certain conditions, you may request the correction of inaccurate data, the deletion of your personal data, or a restriction on further processing.

Additionally, you have the right to receive the data you have provided in a structured, commonly used, machine-readable format.

Provision of Data:

As part of the application process, you must provide the personal data necessary for the application process or which we are legally required to collect. Without this data, we will not be able to proceed with the application process with you.

Right to lodge a complaint:

You have the option to lodge a complaint with the Data Protection Officer mentioned above or with a data protection supervisory authority.

Right to object:

If we process your data on the basis of legitimate interests, you may object to such processing if there are grounds arising from your particular situation that speak against the processing of your data.