#### General

This data protection information, which relates exclusively to the data collected as part of the online application process, is to inform you about how we handle your personal data collected during the application process.

# Responsible body

The responsible body in terms of data protection law is:

Clarion Events Germany Venture II GmbH

represented by: [Jörg Arntz, Lisa Hannant].

#### **Contact:**

E-Mail: info@dsei-germany.com

Registered in the commercial register:

Registergericht Berlin Charlottenburg, HRB 273198 B

Principles and purposes of processing personal data in applications and in the application process

When you apply for a job with us, we collect and process your personal data for the purpose of the application process and to carry out pre-contractual measures.

After the application process has been completed, we store the application for a further six months on the basis of our legitimate interest in accordance with Article 6(1)(f) of the General Data Protection Regulation (DSGVO). Our legitimate interests lie in defending ourselves against claims arising from legal regulations.

By submitting an application on our recruiting page, you express your interest in working for us. In this context, you provide us with personal data that we use and store solely for the purpose of your job search/application. In particular, the following data is collected:

- Name (first and last name)
- Email address
- Telephone number
- LinkedIn profile (optional)
- Platform through which you became aware of us

In addition, you have the option to upload relevant documents such as a cover letter, your CV and references. These may contain further personal data such as date of birth, address, etc. Only authorised employees of the Human Resources department or employees involved in the application process have access to your data.

Personal data is stored solely for the purpose of filling the vacant position for which you have applied. Your data will be stored for a period of six months after the application process has ended. This is usually done to fulfil legal obligations or to defend against claims arising from legal regulations. We are then obliged to delete or anonymise your data. In this case, the

data is only available to us as so-called metadata without direct personal reference for statistical evaluations (e.g. proportion of women or men in applications, number of applications per period, etc.).

### Transfer of data to third parties

The data transmitted as part of your application is transmitted TLS-encrypted and stored in a database. This database is operated by a processor in accordance with Art. 28 GDPR. The basis for the processing is an order processing contract between us as the controller and our service provider.

As part of the personnel selection process, we share data within our group. We have concluded group-wide data protection contracts and order processing contracts as the legal basis for this. This involves data transfer to the United Kingdom (UK) and the United States of America (USA). These are so-called third countries that are not directly subject to the GDPR. The EU Commission has issued an adequacy decision for the United Kingdom and our service providers in the USA in accordance with Art. 45 GDPR.

### Rights of data subjects

If personal data is processed by us as the controller, you as the data subject have certain rights under Chapter III of the EU General Data Protection Regulation (GDPR), depending on the legal basis and purpose of the processing, including in particular:

- Right of access (Art. 15 GDPR)
- Right to rectification (Art. 16 GDPR)
- Right to erasure (Art. 17 GDPR)
- Right to restriction of processing (Art. 18 GDPR)
- Right to data portability (Art. 20 GDPR)
- Right to object (Art. 21 GDPR)

If the processing of personal data is based on your consent, you have the right to revoke this consent in accordance with Art. 7 (3) of the General Data Protection Regulation (GDPR).

Please contact our data controller to assert your rights as a data subject with regard to the data processed in this online application procedure (see the 'Responsible authority' section).

## Final provisions

We reserve the right to amend this data protection information at any time to ensure that it always meets current legal requirements or to reflect changes in the application process. The new data protection information will then apply the next time you visit this recruiting page or reapply. In addition to this data protection information, you can view our general data protection information at <a href="Privacy Policy - Clarion Defence & Security">Privacy Policy - Clarion Defence & Security</a>.

# Processing of (personal) data when visiting the recruiting page

Access logs ('server logs')

Every time this recruiting page is accessed, general protocol data, so-called server logs, are automatically recorded. These data are usually pseudonyms and therefore do not allow any direct conclusions to be drawn about a natural person. Without these data, it would not be technically possible to deliver and display the contents of the software. Furthermore, the processing of this data is absolutely necessary for security reasons, in particular for controlling access, input, transmission and storage. In addition, the anonymous information can be used for statistical purposes and to optimise the service and technology. Furthermore, the log files can be checked and evaluated retrospectively if illegal use of the software is suspected. The legal basis for this can be found in Section 25 (2) no. 2 of the Telecommunications Digital Services Data Protection Act (TDDDG) and Article 6 (1) f of the GDPR. The data collected includes, in general terms, the domain name of the website, the web browser and the web browser version, the operating system, the IP address and the timestamp of access to the software. The scope of this logging does not exceed the usual scope of any other website on the internet. These access logs are stored for up to seven days. There is no right of objection.

## **Error logs**

So-called error logs are created for the purpose of identifying and rectifying errors. This is absolutely necessary in order to be able to react as quickly as possible to possible problems in the presentation and implementation of content (legitimate interest). This data is usually pseudonymous and therefore does not allow any conclusions to be drawn about a natural person. The legal basis for this can be found in Section 25 (2) no. 2 of the Telecommunications Digital Services Data Protection Act (TDDDG) and Art. 6 (1) f GDPR. If an error message occurs, general data such as the domain name of the website, the web browser and the web browser version, the operating system, the IP address and the timestamp when the corresponding error message/specification occurs are recorded. These error logs are stored for up to seven days. There is no right of objection.

#### Use of cookies

So-called error logs are created for the purpose of identifying and rectifying errors. This is absolutely necessary in order to be able to react as quickly as possible to possible problems in the presentation and implementation of content (legitimate interest). This data is usually pseudonymous and therefore does not allow any conclusions to be drawn about a natural person. The legal basis for this can be found in Section 25 (2) no. 2 of the Telecommunications Digital Services Data Protection Act (TDDDG) and Art. 6 (1) f GDPR. If an error message occurs, general data such as the domain name of the website, the web browser and the web browser version, the operating system, the IP address and the timestamp when the corresponding error message/specification occurs are recorded. These error logs are stored for up to seven days. There is no right of objection.

#### Use of cookies

So-called cookies are sometimes used on this recruiting site. These are small text files that are stored on the device you use to access this recruiting site. In principle, cookies serve to ensure security when visiting a website ('strictly necessary'), to implement certain functionalities such as standard language settings ('functional'), to improve the user

experience or performance on the website ('performance') or to play target group-based advertising ('marketing'). In principle, only strictly necessary, functional and performance cookies are used on this recruiting site, in particular to implement certain default settings such as language, to identify the application channel or to analyse the performance of a job posting through which a user has accessed this recruiting site. The use of cookies is essential for the provision of our services and thus for the fulfilment of the contract and is based on the legitimate interest pursuant to Art. 6 (1) point f GDPR. You can use your browser settings to determine whether you want to allow further cookies or object to the use of cookies. Please note that disabling cookies may result in limited or completely prevented functionality of this recruiting site.