

Data protection and processing information for applicants pursuant to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR)

1) Contact details for Controller at WOLFFKRAN and WOLFFKRAN Data Protection Officer

- a) Controller within the terms of data protection law
- Wolffkran Holding AG
Human Resources Manager
Baarerstattstrasse 6
6340 Baar
SWITZERLAND
Tel.: +41 (0)41 766 85 81
- b) Data Protection Officer
- GDI Gesellschaft für Datenschutz
und Informationssicherheit mbH
Herrn Olaf Tenti
Fleyer Strasse 61
58097 Hagen
GERMANY
Tel.: +49 (0) 2331 356 832 0

2) Data categories and origin of data

The personal data that WOLFFKRAN obtains, or will obtain from you during the application process, from third parties, or from publicly accessible social network profile pages, such as Xing or LinkedIn, is generally particulars about your person:

- a) First name and surname
b) Address, including telephone and/or mobile telephone number and e-mail address
c) Date of birth
d) Sex
e) Professional qualifications and references
f) Account information as applicable

3) Purpose of and legal basis for data processing

We process your personal data in accordance with GDPR regulations, the German Federal Data Protection Act (BDSG) and other applicable provisions, for the purpose of conducting our application process, whereby a data processing purpose can ensue from the following provisions:

- a) Fulfillment of a contract or precontractual actions pursuant to Art. 6 (1) b GDPR
Data processed to progress your application that we have received, in particular for the purpose of verifying your qualifications and skills in order to assess your suitability for the vacancy to be filled, which can include the following activities in particular, above all if an employment contract between you and WOLFFKRAN comes into being. Contract-related communication with you, issue of the employment contract, internal and external communication, reporting, salary and expense accounting and travel reservations, occupational health and safety, IT registration and security, building access identification and audit activities.
- b) In our legitimate interests or those of a third party pursuant to Art. 6 (1) f GDPR
Your personal data may also be processed to preserve our legitimate interests as an enterprise, or to preserve the legitimate interests of third parties. Processing occurs only if your interests and fundamental rights do not impede processing. Conceivable purposes would be anti-terrorist measures or measures to develop existing systems further, automated decision-making processes, or benchmarking activities.
- c) Within the scope of your consent pursuant to Art. 6 (1) a GDPR
Processing of your data can also be justified on the basis of your consent to one or more specific purposes, such as consideration of your application in the event of future job vacancies at WOLFFKRAN, or for obtaining references about you. If your consent justifies data processing by us, you can withdraw your consent at any time. Withdrawal of consent is only effective for the future; processing that occurred before consent was withdrawn remains legal.

- d) Fulfilment of legal obligations pursuant to Art. 6 (1) c GDPR or in the public interest pursuant to Art. 6 (1) e GDPR

WOLFFKRAN can also process your data on the basis of legal, judicial or official obligations, such as to comply with occupational health management, supervisory and notification obligations under tax law, tax audit and business audit regulations, to prevent fraud and money laundering, for criminal prosecution, or enforcement of civil-law claims.

4) **Data recipients**

The recipients of your personal data at WOLFFKRAN are departments involved in the application process, such as Human Resources, management and the managers, as well as employees, as applicable, in the department that has the vacancy to fill. In the event of an employment contract with you, this will include the departments responsible for organising induction of new employees, such as accounting, occupational safety officers, IT department and legal department. This may also concern departments from Group companies.

Your data will be passed to external agencies solely for the purpose of compliance with statutory requirements from authorities and courts, or if transfer of data serves the legitimate interests of WOLFFKRAN, third parties, or the public interest.

5) **Duration of data storage**

We will store your personal data only insofar and so long as required for the purpose for which WOLFFKRAN collected it or you provided it. Your data will be stored for the duration of the application process and, if you are not employed, returned to you after six months, or electronically erased. This period may, however, be extended accordingly if there are disputes about you not being employed. Storage over an extended period may also be considered if you have consented to storage of your data for filing in an applicant pool or for future vacancies at WOLFFKRAN, or if a statutory obligation or WOLFFKRAN's paramount legitimate interests or those of a third party contradict erasure.

6) **Your right to object**

In the event that WOLFFKRAN bases data processing on a legitimate interest pursuant to Art. 6 (1) GDPR, you have the right to object to processing of your data at any time, if there are grounds that arise from your particular situation.

7) **Other data protection rights due to you**

According to the GDPR, you have the following rights:

- a) You can request information about processing of your personal data, Art. 15 GDPR.
- b) You can request rectification or completion of your data, Art. 16 GDPR.
- c) You can request erasure and restriction of use of your data pursuant to the requirements of Art. 17 and 18 GDPR.
- d) You have the right to data portability pursuant to Art. 20 GDPR if the data has been processed on the basis of your consent.

Please contact one of the addresses given under 1) in order to exercise your rights. You furthermore have the right to complain to the competent data protection authority in accordance with Art. 77 GDPR.