### Data protection Chemovator x softgarden

Chemovator is delighted that you have visited our website and thanks you for your interest in our company. Chemovator takes data protection seriously.

This data protection statement describes:

- the personal data Chemovator collects when you visit our website
- the purposes for which Chemovator uses such data
- the legal basis for the processing of personal data
- · the recipients of such personal data
- the period for which such personal data will be stored
- whether you are obliged to provide personal data

Furthermore, we would like to inform you about:

- the existence of your rights regarding the processing of your personal data
- the controller in the meaning of data protection laws and, where applicable, our data protection officer

#### 1. General visits to our website

- (1) When you visit our website without contacting us or signing in, your browser transmits the following information automatically to our server:
  - IP address of your computer
  - Information about your browser (such as main language, user agent, dimensions)
  - Website that you were on right before you landed on our website
  - URL or file requested, title of the page being viewed
  - URL of the page that was viewed prior to the current page
  - Link clicks to an outside domain
  - Date and time of your visit
  - Location of the user
  - Screen resolution
  - Volume of data transmitted
  - Status information, e.g. error messages, pages generation time

We use this data in order to:

- send the requested content to your browser. In doing so, we store the complete IP address only to the extent necessary to serve the requested content to you.
- send your IP address to a service provider to map your public IP address with company and industry related information (no personal information). This company- and industry

related information will be processed to our web measurement system. In this process step your IP address is not stored at our service provider or in our system at any time.

protect us from attacks and to safeguard the proper operation of our website. In doing so,
we store said data transiently and with restricted access for a maximum period of 180 days.
Such period may be extended if and to the extent necessary to prosecute attacks and
incidents. Chemovator will investigate the user of an IP address only in case of an illegal
attack.

We store the IP address of your computer after having removed the last octet of the IP address, i.e. in anonymous form, for web audience measuring that allows us to improve our website. We remove the last octet of the IP address immediately after collection. That is why we do not collect personal data about your use of our website.

The legal basis for the processing is Article 6 (1) lit. f of the General Data Protection Regulation ("GDPR"). Our legitimate interests are ensuring the functionality and the security of this website.

#### 2. Contact forms and contacts via e-mail

If you contact us by email or by contact form on our website, we receive the following information:

- Your email address and further information that you provide by email or contact form
- Date and time of your message

If you use the application form or the event registration form on our website, we receive the following information:

- Your email address and further information that you provide by email or contact form
- Date and time of your application/registration

We use this data to answer and, if possible, to meet your request.

We store such data to the extent necessary to answer and meet your request or until we receive from you the request to delete your personal data. Please note that if you ask us to delete your personal data, we might not be able to answer and meet your request. Please further note that in some cases we may have to messages including personal data in order to protect our rights.

The legal basis for the processing is Article 6 (1) lit. a of the GDPR. By contacting and providing personal data to us, you consent to the use of your submitted personal data. You can revoke your consent at any time by sending an informal email to us. In case we need to store submitted data in order to protect our rights, the legal basis for the processing is further Article 6 (1) lit. f of the GDPR.

#### 3. Use of cookies

Our website partly uses so-called cookies. Cookies are small text files that are stored on your computer and saved by your browser. Cookies do not damage your computer and do not contain viruses. Cookies can help the operation of our website serve to make our website more user-friendly, more effective and safer (so-called "functional cookies"). Cookies can further be used for marketing or analytical purposes (so-called "tracking cookies" or "marketing-cookies").

When using our website, the following functional cookies are stored on your computer

none

When logging in as BASF employee, the following functional cookies are stored on your computer

• PHPSESSID: This cookie is native to PHP applications. The cookie is used to store and identify a users' unique session ID for the purpose of managing user session on the

website. The cookie is a session cookies and is deleted when all the browser windows are closed.

You can disable or delete such cookies in your browser settings. Please note that by disabling functional cookies not all functionalities of our website may be accessible.

We inform you about using tracking or marketing cookies in our cookie banner when you visit our website for the first time and anytime you visit our website without providing consent to cookie tracking. Unless you consent to the use of cookies via our cookie banner, we will not place tracking or marketing cookies on your computer. If you consent to the use of cookies, the following cookies will be stored on your computer:

#### **Cookie List**

A cookie is a small piece of data (text file) that a website – when visited by a user – asks your browser to store on your device in order to remember information about you, such as your language preference or login information. Those cookies are set by us and called first-party cookies. We also use third-party cookies – which are cookies from a domain different than the domain of the website you are visiting – for our advertising and marketing efforts. More specifically, we use cookies and other tracking technologies for the following purposes:

# **Strictly Necessary Cookies**

These cookies are necessary for the website to function. They are usually only set in response to actions made by you which amount to a request for services, such as setting your privacy preferences, logging in or filling in forms. You can set your browser to block or alert you about these cookies, but this might cause some parts of the website to malfunction.

Cookie Subgroup	Cookies	Cookies used	Lifespan
chemovator.com	OptanonConsent , utag_main	First Party	364 Days, 364 Days
www.chemovator.com	PHPSESSID	First Party	Session

#### **Tealium**

Through our service provider Tealium Inc, 11085 Torreyana Road, San Diego, CA, 92121 USA, we use Tealium iQ Tag Management to assign tags to our websites and manage them. The tag manager can use the tags to specifically apply analysis and tracking tools for us. The tag management system as such does not store any personal data about you. Only anonymous data is generated, which is stored locally in the browser in the cookie "utag\_main".

For further information about Tealium, go to <a href="https://community.tealiumiq.com/t5/iQ-Tag-Management/Tealium-Cookies/ta-p/138/">https://community.tealiumiq.com/t5/iQ-Tag-Management/Tealium-Cookies/ta-p/138/</a>

Cookie Subgroup	Cookies	Cookies used	Lifespan
www.chemovator.com	utag_main	First Party	A few seconds

#### Cookies from OneTrust, LLC.

As part of the cookie compliance module of our service provider, OneTrust Technology Limited, Dixon House 1 Lloyd's Avenue, London EC3N3DQ, UK, we use cookies to manage your preferences in the cookie settings.

For further information on OneTrust, go to <a href="https://community.cookiepro.com/s/article/UUID-1e75fb0d-bb79-2af8-cb85-f905d16f1220">https://community.cookiepro.com/s/article/UUID-1e75fb0d-bb79-2af8-cb85-f905d16f1220</a>

Cookie Subgroup	Cookies	Cookies used	Lifespan
chemovator.com	<u>OptanonAlertBoxClosed</u>	First Party	364 Days

#### **Performance Cookies**

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our site. They help us to know which pages are the most and least popular and see how visitors move around the site. All information these cookies collect is aggregated and therefore anonymous. If you do not allow these cookies we will not know when you have visited our site, and will not be able to monitor its performance.

#### Piano Analytics (formerly "AT INTERNET")

We use cookies in connection with the analysis of the usage behavior of visitors of our website by our service provider AT INTERNET, Applied Technologies Internet GmbH Leonrodstrasse 52-58, 80636 Munich. This enables us to improve user-friendliness and quality of our website. To do so, we statistically record and analyze your usage patterns on our website in the following manner: implementation of performance or profitability comparisons of our website, counting visitors, tracing the level of perception of our website content, rich media content or special campaigns, gauging the website areas that are particularly compelling to you, evaluating the origin of online users in order to optimize our offer locally.

Your IP address is only stored in anonymous form by irreversibly deleting the last eight bits of it. The cookie identifiers / mobile identifiers are rendered anonymous by converting them into a unique visitor ID that can no longer be traced back to the original cookie.

For further information about AT INTERNET, go to: https://www.atinternet.com/en/data-protection/

Cookie Subgroup	Cookies	Cookies used	Lifespan
chemovator.com	_cookie_test	First Party	A few seconds
www.chemovator.com	pa_privacy,_pctx,_pcid	First Party	394 Days, 394 Days, 394 Days

#### YouTube Videos

We have integrated YouTube videos into our online offering, which are stored on the YouTube platform and can be played directly from our website. YouTube is a service of Google LLC, D/B/A YouTube. 901 Cherry Ave., San Bruno, CA 94066, USA (hereinafter as 'Google'). The videos are all embedded in the so-called '2-click-mode', which means that no data about you as a user is being transferred to Google if you do not activate the video function.

Cookie Subgroup	Cookies	Cookies used	Lifespan
youtube- nocookie.com	CONSENT	Third Party	729 Days

## 5. Social media, plugins and tools

#### YouTube plugin

Our site uses content from the YouTube video portal. The service is provided by YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. YouTube, LLC is a subsidiary of Google Inc., 1600 Amphitheatre Pkwy, Mountain View, CA 94043-1351, USA.

Our website has been set up so that YouTube-plugins are not automatically activated. If you activate YouTube content on our website, your browser establishes a direct connection to the YouTube servers to download the content from the YouTube servers. As part of this technical process, YouTube and Google will receive information regarding which specific subpage of our website you have visited. If you are logged into a YouTube account while activating YouTube content on our website, YouTube will detect which specific subpage of our website you are visiting. This information will be collected by YouTube and Google and associated with your YouTube account. If you are logged in to YouTube when you activate YouTube content on our website, YouTube and Google will always be notified via the YouTube component that you have visited our website. If you do not wish for this type of information to be provided to YouTube and Google, you can prevent the transmission of these data by logging out of your YouTube account before accessing our website or by not activating the YouTube content.

More information can be found in the YouTube privacy policy at <a href="https://www.google.de/intl/en/policies/privacy/">https://www.google.de/intl/en/policies/privacy/</a>

We cannot exclude that by activating YouTube content, your personal data is being transferred outside the European Union, especially to the USA. YouTube, LLC and Google, Inc. have certified to the EU-U.S. Privacy Shield Framework regarding the collection and processing of personal data.

The legal basis for the processing of personal data in connection with the YouTube plugin is Article 6 (1) lit. a and lit. f of the GDPR. By activating YouTube content on our website, you consent to the use of your personal data. Our legitimate interest is the improvement of the functionality and content of our website.

### 6. Privacy of Children

This Website is intended to be used by persons aged 18 and older. We do not seek to collect information about persons under the age of 18.

No information should be submitted to or posted on the Websites by persons younger than 18 years of age. If such a person submits personal information via the Websites, we shall delete that information as soon as we are made aware of their age and thereafter shall not use it for any purpose whatsoever.

# 7. Automated individual decision-making

The personal data collected via this website is not subject to automated individual decision-making

#### 8. Data transmitted to third countries

Unless specified in this data protection statement, personal data is not being transmitted to third parties.

#### 9. Your rights

You have certain rights under the General Data Protection Regulation including the right to request a copy of the personal information we hold about you, if you request it from us in writing:

Right to information: you have the right to obtain information free of charge at any time about your stored personal data, its origin and recipients and the purpose of the data processing.

Right to correct: if your personal is inaccurate or incomplete you have the right to have your personal information rectified;

Right to erasure: this is also known as 'the right to be forgotten' and enables you to request the deletion or removal of your information where there's no compelling reason for us to keep using it. This is not a general right to erasure; there are exceptions. For example, we have the right to continue using your personal data if such use is necessary for compliance with our legal obligations or for the establishment, exercise or defense of legal claims.

Right to restrict our use of your information: the right to suspend the usage of your personal information or limit the way in which we can use it. Please note that this right is limited in certain situations: when we are processing your personal information that we collected from you with your consent you can only request restriction on the basis of: (a) inaccuracy of data; (b) where our processing is unlawful and you don't want your personal information erased; (c) you need it for a legal claim; or (d) if we no longer need to use the data for the purposes for which we hold it. When processing is restricted, we can still store your information, but may not use it further. We keep lists

of people who have asked for restriction of the use of their personal information to make sure the restriction is respected in future;

Right to data portability: the right to request that we move, copy or transfer (where technically feasible) your personal information in a structured, commonly used and machine-readable format, for your own purposes across different services;

Right to object: the right to object to our use of your personal information including where we use it for our legitimate interests, direct marketing;

Right to be informed: you have the right to be provided with clear, transparent and easily understandable information about how we use your personal information; and

Right to withdraw consent: if you have given your consent to anything we do with your personal information, you have the right to withdraw your consent at any time (although if you do so, it does not mean that anything we have done with your personal information with your consent up to that point is unlawful). The exercise of these rights is free of charge for you, however you are required to prove your identity with 2 pieces of approved identification. We will use reasonable efforts consistent with our legal duty to supply, correct or delete personal information about you on our files.

To make inquiries or exercise any of your rights set out in this Privacy Policy and/or make a complaint please contact us by emailing or write to us and we will endeavor to respond within 30 days. Contact details can be found in section 9 below. When we receive formal written complaints, we will contact the person who made the complaint to follow up. We work with the appropriate regulatory authorities, including local data protection authorities, to resolve any complaints that we cannot resolve directly. If you are not satisfied with the way any complaint you make in relation to your personal information is handled by us then you may refer your complaint to the relevant data protection supervisory authority.

### 10. Application process

Our application process fundamentally consists of the following steps:

- (1) All relevant persons in the application process have access to the application data and documents.
- (2) If the feedback is positive, the second step is an interview, either virtually, by phone or in the office.
- (3) If the feedback is again positive, a further virtual, telephone or face-to-face interview is conducted. In the case of permanent positions, there is the possibility of external consultants being present for a third interview.
- (4) If employment is obtained, additional data and documents will be requested from the applicant before employment starts. These include the payroll form, the employee declaration on the processing of personal data in the employment relationship, and a declaration of consent to video and image recordings.

#### 11. Complaints

You have the right to lodge a complaint with our Data Protection Officer (for contact details see below) or with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement.

Or you can contact:

Der Landesbeauftragte für den Datenschutz und die Informationsfreiheit Baden-Württemberg

Königstrasse 10 a 70173 Stuttgart

www.baden-wuerttemberg.datenschutz.de

E-Mail: poststelle@lfdi.bwl.de

# 12. Data Protection Officer

The Data Protection Officer of Chemovator GmbH is:
Jennifer Kürner
Incubation Operations Manager
Industriestraße 35
68169 Mannheim
+49 175 6406795
jennifer.kuerner@chemovator.com

Chemovator GmbH is part of BASF Group. The Data Protection Officer at BASF is: Alexandra Haug
EU Data Protection Officer of BASF
67056 Ludwigshafen
+49 (0) 621 60-0
Contact the EU Data Protection Officer of BASF

#### Our career page and applicant management system are hosted by softgarden.

### Privacy policy softgarden products

The protection and confidentiality of your data is of particular importance to us. The collection and use of your personal data is carried out exclusively within the framework of the legal provisions of the applicable data protection law. With this data protection declaration, we inform you as the responsible party pursuant to Art. 4 No. 7 DSGVO about which personal data we collect as part of the recruiting and applicant process and for what purpose the data is used. This privacy policy applies to our applicant and recruiting system operated by softgarden on behalf of softgarden.

#### 1. LOCATION OF DATA PROCESSING:

softgarden operates IT infrastructure at its office locations in Berlin and Saarbrücken as well as in data centers of the following service providers:

- myLoc managed IT AG
- PlusServer GmbH

The data centers are located at the server site in Germany and are ISO27001 certified. In addition, processing may be carried out by subcontractors and integrated services, which are referred to separately in this privacy policy.

#### 2. COMMISSION PROCESSORS

We use an applicant and recruiting software of softgarden e-Recruiting GmbH, Tauentzienstr. 14, 10789 Berlin (hereinafter softgarden). Softgarden processes the data on behalf of the data controller and always acts in accordance with instructions. You can contact the data protection officer via the following e-mail address: datenschutz@softgarden.de.

#### 3. SUBJECT OF DATA PROTECTION:

The subject of data protection is personal data. According to Art. 4 No. 1 DSGVO, these are all information relating to an identified or identifiable natural person (hereinafter "data subject"). This includes, for example, information such as name, postal address, e-mail address or telephone number as well as usage and personal data. Usage data is data that is required to use and operate our websites, such as information about the beginning, end and extent of the use of our website and login data.

In addition, in the context of the provision of services, such data is collected that is processed in the context of recruiting as well as applicant management and is described in this privacy policy.

#### 4. AUTOMATED DATA PROCESSING (WEBSITE/REGISTRATION)

For operational and maintenance purposes and in accordance with the provisions of telemedia law, interaction is recorded ("system logs"), which are necessary for the operation of the website or processed for system security purposes, for example to analyze attack patterns or unlawful usage behavior ("evidence function").

When accessing and accessing softgarden's products, your internet browser automatically transmits the following data for technical reasons:

Date and time of access,

- Browser type and version,
- · operating system used,
- Amount of data sent,
- IP address of the access.
- Username
- Login attempts
- Geographical assignment

This data is not used for direct assignment in the context of applicant management and is deleted again promptly in accordance with the legitimate retention periods, unless longer retention is required for legal or factual reasons, such as for evidentiary purposes. In individual cases, storage for the above-mentioned purposes may be considered. The legal basis is Art. 6 (1) f) DSGVO.

#### 5. RECRUITING PLATFORM AND APPLICANT MANAGEMENT SYSTEM:

#### 5.1 User data:

#### 5.1.1 General

A user account is required so that you can use all the advantages of the platform. This is created by entering your name, your e-mail address, the name of your company, your user name and a password. The data is also processed to manage the account and provide the services. Last but not least, softgarden processes this data and, if applicable, further data provided by you in order to provide special contractual services (e.g. instructions for processing) and to respond to inquiries.

Within the framework of user administration, users of the recruiting platform have the option of inviting additional users. The following data is recorded for each user:

- Name
- Email address
- business contact details
- Company
- Job title and/or title

The legal basis of the processing is Art. 6 para. 1 p. 1 lit. b DSGVO, thus the concluded usage contract as well as Art. 6 para. 1 lit. f DSGVO (authorization to process by using a recruiting platform of the responsible party) and, insofar as consent is required for the individual case as well as in accordance with this privacy policy, Art. 6 para. 1 lit. a DSGVO. In addition, processing that is intrinsically related to the employment-related personnel/recruiting activity is justified by Section 26 BDSG. Profiling does not take place.

### 5.1.2 Referral Manager (Referral Manager)

When using the Referral Manager module, the name, business e-mail address and user picture of the referring user are displayed to the user of the recruiting platform.

The Referral Manager Portal displays the following details of a referred application to the referring user:

Application date

- Name of the recommending user
- · Status in process

The recommendation of a potential applicant as well as the use of the recommendation manager is based on consent, Art. 6 para. 1 lit. a DSGVO.

#### 5.1.3 Feedback module

As a user of the recruiting platform, we can ask you to submit your feedback after an interview and 3 months after your (own) hiring. For this purpose, we will send you an invitation link that will lead you to the rating system to submit your feedback. The purpose of the processing is the further development and optimization of the recruiting and application processes as well as the company image.

For this purpose, the following data are processed automatically:

- Contact details (name, e-mail)
- · Position title of the job you have applied for
- Position location
- Job category
- Applicant ID

The feedback itself is stored anonymously in the database. A personal reference is not established. In addition to a star rating for individual questions, you have the option of leaving comments here. We expressly ask you not to leave any personal data in the comments and to note that, depending on your individual setting situation, it may be possible to draw conclusions about your person. The information collected in this way can be displayed together with your feedback on our rating page or transmitted to external partners such as kununu.

Participation is purely voluntary and takes place only with your consent, without which the submission of feedback is not possible. The legal basis is Art. 6 para. 1 p. 1 lit. a) DSGVO.

#### 5.1.4 Scheduling with Cronofy

There is an optional option to organize internal appointments or interview appointments with applicants directly via the recruiting platform and also to invite the relevant persons directly. For this purpose, we integrate the service of Cronofy Limited, 9a Beck Street, Nottingham, NG1 1EQ, UK into our system upon customer request.

By integrating this service, Cronofy gets access to your calendar as well as to the calendars of your colleagues who are also logged into the recruiting platform. This happens solely for the purpose of finding appointments and inviting them. As a recruiter, you now have the possibility to find the free time slots of the participating colleagues directly via the recruiting platform and invite them, as well as external applicants if necessary, to the appointment and block the corresponding time slot in the calendar.

The legal basis for the processing is Art. 6 (1) lit. f DSGVO (legitimate interests). Our legitimate interest is to handle the entire applicant process as efficiently as possible via the recruiting platform. This also includes the organization of appointments and invitations.

softgarden uses Cronofy solely via the German servers of the service provider. A transfer of personal data to third countries (countries outside the EU/EEA) thus does not take place. Further

information on data protection at Cronofy can be found at <a href="https://docs.cronofy.com/policies/privacy-notice/">https://docs.cronofy.com/policies/privacy-notice/</a>.

#### 5.1.5 Video interview with Cammio

As an optional interview option, we use - if booked - a platform of Cammio GmbH, Philipp-Franck-Weg 19, 14109 Berlin, to conduct time-shifted video interviews. The applicant receives an invitation to a video interview via a link to the Cammio platform. In this process, the name, first name and e-mail address of the participants are transmitted to Cammio GmbH and processed there. The interview and the processing of the video data also take place on the servers of Cammio GmbH.

Participation is voluntary and with your consent, which is given by participation. The legal basis for the consent is Art. 6 (1) lit. a DSGVO. The processing is carried out for the purpose of efficient and clear handling of the application process and the provision of a digital interview opportunity.

Cammio GmbH acts as our order processor, is controlled by us and is subject to our instructions. A contract for order processing has been concluded with the provider, which ensures lawful processing by Cammio.

If you are not interested in conducting a video interview, this will not cause you any disadvantages. In this case, please contact us so that we can find an adequate alternative.

#### 5.1.6 Video interview with Jitsi

We use a video conferencing service "Jitsi" integrated into the system to be able to conduct conferences and interviews. Here, a direct so-called "peer-to-peer connection" is established between the participants, so that no video interviews or personal data are recorded or stored by the system. The softgarden server serves only as an intermediary.

Participation in a video interview is voluntary and based on your consent, Art. 6 para. 1 lit. a DSGVO, unless this is necessary to carry out the application, § 26 BDSG.

# 5.1.7 CV parsing "text kernel"

We process and analyze documents uploaded by you using AI technology to extract CV data and convert it into a structured form (so-called "CV parsing").

To ensure data subject rights and security standards, a contract for order processing has been concluded with the providing service provider. The order processor is the ISO27001-certified provider Textkernel B.V. Nieuwendammerkade 26 A 5, (1022AB) Amsterdam, Netherlands. The data processing takes place on a server in Germany in a secured environment.

The legal basis for processing is Section 26 (1) of the German Federal Data Protection Act (BDSG) and Article 6 (1) sentence 1 f) of the German Data Protection Regulation (DSGVO), in order to initiate an employment relationship and to make the application process as efficient as possible. Personal data will not be transferred to unsafe third countries. Your data will be deleted from the Textkernel cache after processing.

#### 5.1.8 Social Share Buttons

It is possible to share the job ads on different social networks. For this purpose, different buttons are offered per network. After clicking on one of these buttons, you will be referred to the respective

networks and will be taken to their login pages. These buttons do not represent plug-ins and do not transmit any personal data directly to the operators of the social networks.

Currently, the job ads can be shared on the following social networks:

- Facebook ( https://de-de.facebook.com/privacy/explanation)
- Twitter ( https://twitter.com/de/privacy)
- LinkedIn ( https://www.linkedin.com/legal/privacy-policy?trk=uno-reg-join-privacy-policy)
- Xing ( https://privacy.xing.com/de/datenschutzerklaerung)

The legal basis is Art. 6 para. 1 lit. f) DSGVO for statistical analysis and coverage measurement of job advertisements.

You can also find out how the aforementioned social networks process your personal data by clicking on the links provided. We have no influence on the processing of your personal data by the social networks.

## 5.1.9 "Easyfeedback" online surveys

At the end of the application process, you may be shown an invitation to a survey by softgarden via a link. The survey takes place via a service of easyfeedback GmbH in order to query the application experience. softgarden conducts this survey as the responsible party within the meaning of Art. 4 No. 7 DSGVO and processes the collected data anonymously for its own purposes (statistics, analysis, studies) as well as for the further development of softgarden products.

The collection of survey data is secured by SSL encryption by default and softgarden does not establish any personal reference in the context of the evaluation. The survey can be cancelled at any time. The data processed up to the point of cancellation can be used for the purposes stated.

Your participation in the survey is purely voluntary and by participating you declare your consent, without which your participation is not possible, Art. 6 para. 1 lit. a) DSGVO. The processing of the data for evaluation purposes is anonymized at softgarden.

You can find more information about the data protection of easyfeedback in the following notes: <a href="https://easy-feedback.de/privacy/datenschutzerklaerung">https://easy-feedback.de/privacy/datenschutzerklaerung</a>

#### 5.1.10 Talentpool

As part of your application or via the "Stay in touch" button, you have the opportunity to recommend yourself for our talent pool. Processing is necessary in order to be automatically considered for further vacancies, i.e. for similar or otherwise suitable positions.

When you register for the talent pool using the Get In Contact button, the following information is queried:

- Salutation, academic title (optional)
- First, last name, e-mail address
- · Job fields in interest
- Current career level
- Preferred location(s)

# • XING profile or CV

The inclusion in the talent pool takes place on a purely voluntary basis with your consent as well as by using an opt-in link. The legal basis is Art. 6 (1) lit. 1 GDPR. [reminder interval talent pool]

#### 5.2 Cookies

Softgarden stores so-called "cookies" to provide you with an extensive range of functions and to make the use of our websites more comfortable. "Cookies" are small files that are stored on your computer with the help of your internet browser. If you do not wish "cookies" to be used, you can prevent them from being stored on your computer by making the appropriate settings in your Internet browser. Please note that this may restrict the functionality and scope of functions of our offer

For details on cookies, please refer to our Cookie Policy:

Your consent applies to the following domains: my.softgarden.io, agency.softgarden.io, app.career.softgarden.de, app.softgarden.io, certificate.softgarden.io, marketplace.softgarden.io, referral.softgarden.io

Change consent | Revoke consent

The cookie declaration was last updated on 20.04.23 by Cookiebot updated:

## Necessary (11)

Necessary cookies help make a website usable by enabling basic functions such as page navigation and access to secure areas of the website. The website cannot function properly without these cookies.

Name	Provider	Purpose	Procedure	Туре
cfruid	softgarden.zendesk.com	This cookie is a part of Cloudflare's services - including load balancing, providing website content, and providing a DNS connection for website operators.	Session	HTTP cookie
zlcstore	app.career.softgarden.com	This cookie is needed for the chat box function on the website to work.	Persistent	HTML Local Storage
AWSALBCORS	zopim.com	Registers which server cluster is serving the visitor. This is used in the context of load balancing to optimize the user experience.	7 days	HTTP cookie
CookieConsent [x7]	agency.softgarden.io app. career.softgarden.de app.softgarden.io certificate.softgarden.io marketplace.softgarden.io	Stores the user's consent status for cookies on the current domain.	1 year	HTTP cookie

# my.softgarden.io referral.softgarden.io

ZD-suid	app.career.softgarden.com	Unique	ID	that	Persistent	HTML
		identifies	the	user's		Local
		session.				Storage

# Preferences (4)

Preference cookies allow a website to remember information that affects the way a website behaves or looks, such as your preferred language or the region you are in.

Name	Provider	Purpose	Procedur e	Туре
CookieConsentBulkSetting -# [x2]	consentcdn.cookiebot.co m consentcdn.cookiebot.co m	Enables consent to cookie use for multiple websites	1 year	HTML Local Storag e
ZD-settings	app.career.softgarden.co m	Arbitrary settings for user preference s when browsing a Zendesk knowledge base.	Persistent	HTML Local Storag e
ZD-store	app.career.softgarden.co m	Registers whether the Zendesk Answer Bot self-service wizard was displayed to the website user.	Persistent	HTML Local Storag e

# Statistics (7)

Statistics cookies help website owners understand how visitors interact with websites by collecting and reporting information anonymously.

Name	Provider	Purpose	Procedure	Туре
_ga [x2]	softgarden.com softgarden.io	Registers a unique ID that is used to generate statistical data about how the visitor uses the website.	400 days	HTTP cookie
_gid [x2]	softgarden.com softgarden.io	Registers a unique ID that is used to generate statistical data about how the visitor uses the website.	1 day	HTTP cookie
ZD- buid	app.career.softgarden.com	Unique ID that identifies the user on recurring visits.	Persistent	HTML Local Storage

#### Marketing (3)

Marketing cookies are used to follow visitors on websites. The intention is to show ads that are relevant and appealing to the individual user and therefore more valuable to publishers and advertising third parties.

Name	Provider	Purpose	Procedure	Туре
zlcmid	softgarden.io	Retains the user's states for all page requests.	1 year	HTTP cookie
ads/ga- audiences	google.com	Used by Google AdWords to re-engage visitors that are likely to convert to customers based on the visitor's online behavior across websites.	Session	Pixel Tracker
cte#	softgarden.io	Stores a Zopim Live Chat ID that recognizes a device between visits during a chat session.	Session	HTTP cookie

#### Not classified (2)

Unclassified cookies are cookies that we are currently trying to classify, along with providers of individual cookies.

Name	Provider	Purpose	Procedure	Туре
oauth2_authentication_csrf	sso.softgarden.io	Pending	Session	HTTP
				cookie
oauth2_authentication_csrf_legacy	sso.softgarden.io	Pending	Session	HTTP
				cookie

You can edit your cookie settings by <u>clicking here</u>. Alternatively, you can <u>disable</u> all non-functional cookies.

#### **6. DATA PROCESSING BY SOFTGARDEN**

In addition, softgarden processes data for its own purposes in order to improve its products and services and to ensure the functionalities described in more detail in this section:

- Analytics and Statistics about the use of the software (anonymized),
- Interact with live chat and support platforms to perform product support (Zendesk/Zopim),
- Analysis of pseudonymous data sets (report generation, quantitative analyses)

As an existing customer of softgarden it is possible that softgarden invites you to fairs and events in your area. These fairs and events are indirectly related to the products and services of softgarden, as well as to the applicant management in general. You will receive these invitations from softgarden free of charge. By receiving or using these invitations you do not enter into any legal obligations with softgarden.

The sending of these mails as well as the invitations are in the legitimate interest of softgarden according to Art. 6 para. 1 lit. f) DSGVO as well as § 7 para. 3 UWG to invite you to trade fairs and events in connection with the products and services of softgarden.

#### 6.1 Newsletter

Softgarden stores so-called "cookies" to provide you with an extensive range of functions and to make the use of our websites more comfortable. "Cookies" are small files that are stored on your computer with the help of your internet browser. If you do not want "cookies" to be used, you can prevent "cookies" from being stored on your computer by making the appropriate settings in your

Internet browser. Please note that this may restrict the functionality and scope of functions of our offer

The newsletter can be ordered or cancelled at any time in the settings of your profile. Each newsletter contains information on how you can unsubscribe from the newsletter with effect for the future. The legal basis is Art. 6 para. 1 p. 1 lit. a DSGVO.

## 6.2 Google Services: reCaptcha

softgarden uses Google's reCaptcha service to determine whether a human or a computer is performing a specific action on one of our websites. Google collects the following personal data to fulfill this purpose and verify whether you are a human or a computer:

- IP address of the terminal device used.
- the website that you visit with us and on which the captcha is embedded,
- · the date and duration of the visit,
- the recognition data of the browser and operating system type used,
- Google account if you are logged in to Google,
- Mouse movements on the reCaptcha areas as well as
- Tasks that require you to identify images.

The legal basis for the described data processing is the protection of a legitimate interest according to Art. 6 para. 1 lit. f) DSGVO. The protection of the legitimate interest is to ensure the security of our websites and to protect us from automated bot attacks or similar. You can find more information about Google reCaptcha at:

#### 6.3 Analysis of user activities with Posthog

We use the Posthog analytics service to analyze user behavior. Posthog is configured so that no personal data is collected by the service. In particular, no cookies or fingerprinting are used when using the website. The IP address is recorded anonymously. We use internally assigned user IDs, your company and your role in our system to assign behavior recorded by Posthog to a specific user. The assignment is made solely on the basis of the above information; no other personal data is used.

We host Posthog exclusively on our own servers, so all analytics data remains with us and is not shared. Based on the user activities, we can further develop and optimize our software and certain functions. The pseudonymized analysis is also our legitimate interest according to Art. 6 para. 1 lit. f DSGVO.

#### 6.4 Support tools

For end-user support, softgarden uses the Zendesk support platform and its affiliated chat software Zopim. The Zopim widget is a service for interacting with the live chat platform Zopim provided by Zendesk Singapore Pte. Ltd. in Singapore. Zendesk is a support and contact request management service provided by Zendesk Inc. that facilitates our contractual support of our services.

The chat system allows users to directly contact the support team responsible for this application. When the chat widget is active, it may also then collect navigation and usage data. Also, live chat conversations are logged.

When using the platforms, data is transferred to third countries (Singapore, USA). To ensure a comparable level of data protection when processing your data in third countries, we have concluded a data protection agreement with the providers that contains the general standard contractual clauses (appropriate safeguards pursuant to Art. 46 (2) lit. c DSGVO).

The legal basis for the use of Zendesk and Zopim is Art. 6 para. 1 p. 1 lit. f DSGVO. Alternatively, you have the option of contacting us by other means (e.g. by e-mail). For more information and the scope of data processing, please refer to the privacy policy at <a href="https://www.zendesk.com/company/customers-partners/privacy-policy/">https://www.zendesk.com/company/customers-partners/privacy-policy/</a>.

## 6.5 Platforms for online surveys

As an applicant at the end of the application process or as a user of softgarden's software solutions, you may be shown an invitation to surveys by softgarden via a link. These surveys take place via a service of easyfeedback GmbH in order to query the application experience and to conduct current studies. softgarden conducts these surveys as the responsible party within the meaning of Art. 4 No. 7 DSGVO and processes the collected data anonymously for its own purposes (statistics, analysis, studies) as well as for the further development of softgarden products.

The collection of survey data is secured by default via the SSL encryption process and softgarden does not establish any personal reference during processing. The survey can be cancelled at any time. The data processed up to the point of cancellation can be used for the stated purposes.

Your participation in the survey is purely voluntary and by participating you declare your consent, without which your participation is not possible, Art. 6 para. 1 lit. a) DSGVO. The processing of the data is anonymized. Anonymized data are subsequently not subject to the material scope of application of the GDPR.

You can find more detailed information on easyfeedback's data protection in the following notes:https://easy-feedback.de/privacy/datenschutzerklaerung

#### 6.6 Feedback delivery with Canny

Canny is a feedback solution from Canny Inc. based in the USA that enables us to generate customer feedback, process it and evaluate it. The purpose of the processing is to improve our products and services and to plan resources. When you use Canny, your personal data is transferred to the USA and stored there. The scope of the processing depends in particular on the information provided (feedbacks) as well as your company-related contact details, which are visible to every member within the platform.

The feedback is provided voluntarily on the basis of your consent pursuant to Art. 6 Para. 1 lit. a DSGVO, without which your participation is not possible. You can revoke your participation at any time via the profile settings. An order processing agreement including appropriate guarantees for processing has been concluded with the provider. For more information on data protection at Canny, please see <a href="Privacy Policy | Canny.">Privacy Policy | Canny.</a>

### 7. FURTHER DATA PROTECTION INFORMATION

# 7.1 Rights of users

Data subjects are entitled to know at any time whether their personal data has been stored and may contact the controller to exercise a right of access to stored data (right of access), to verify its accuracy (right of rectification), to request that it be supplemented and updated, to request its

erasure (right to be forgotten), to request the restriction of processing (right of restriction) and to port/ have the data ported in a standard, machine-readable format (data portability).

Furthermore, you can exercise your right of revocation at any time without giving reasons and amend or completely revoke a given declaration of consent with effect for the future. You can send the revocation to the controller either by mail, e-mail or fax. In addition, you may object to a processing activity if you consider that interests worthy of protection or other reasons conflict with processing. Notwithstanding the above, every data subject has the right to lodge a complaint with the supervisory authority responsible for you.

## 7.2 Storage period

Personal data is deleted as soon as the purpose of storage no longer applies and storage is no longer necessary and no legal and/or legitimate interests prevent deletion. For example, personal data associated with an application will be deleted 6 months after rejection, depending on the individual setting, user accounts after resignation or at the request of the person responsible after termination of the applicant management in accordance with contractual provisions. In addition, you have the option to make deletions in the account itself.

The softgarden products also support do not track requests by the web browser. Through the settings made, you can also prevent the processing of cookies and other website data.

# 7.3 Changes to this privacy policy

We reserve the right to amend or supplement this data protection declaration at any time with regard to the continuously changing legal, technical and organizational requirements of the processing of personal data. This also applies to any translation errors and differences with regard to national requirements of data protection law.

## 7.4. Version

Document ID: D401

Rev.: 2.1

valid from: 24.11.2021