

INFORMATION CLAUSE

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (GDPR), I inform you that:

- 1) The controller of your personal data (PDC) is a company operating under the name: Majorel with its registered seat in Warsaw at Al. Jerozolimskie 65/79, 00-697 Warsaw, entered into the National Court Register kept by the District Court for the Capital City of Warsaw, XII Commercial Division under KRS number 0000729336, REGON: 380045376, NIP: 527-284-98-93, with share capital in the amount of: PLN 39,895,950.
- 2) You can contact the Data Protection Officer via: e-mail: pl.iod@majorel.com; by post: Data Protection Officer, Majorel Sp. z o.o. 18 Roosevelta Street; 60-829 Poznań; Poland
- 3) Your personal data will be processed on the basis of:
 - a. Article 6(1)(b) of the RODO for the conduct of the recruitment procedure
 - b. Article 6(1)(a) of the RODO for contact details
 - c. Article 6(1)(f) of the RODO for verification on sanction lists
- 4) The purpose of the data processing is: to carry out the current recruitment procedure, to verify job applicants.
- 5) Your personal data may be communicated to other entities providing the following services to the PDC, including but not limited to: insurance, legal, accounting, consultancy, IT, archiving, postal/courier services; to entities performing preliminary/interim/control surveys, maintaining sanction list databases, as well as to entities to which the PDC provides services or cooperates in order to fulfil business contracts binding on it.
- 6) You can find a list of the verified sanction lists at <https://www.aeb.com/en/compliance-screening/sanctions-lists-ofac-eu-and-more.php> or by contacting our DPO using the details in section 2.
- 7) Transfers of personal data outside the EEA are possible in legally justified cases if these countries provide the same or an adequate level of protection for personal data as in the EEA, or if appropriate safeguards, such as standard contractual clauses, are applied to guarantee the protection of personal data at the same level as in the EEA.
- 8) Personal data will be kept for the period necessary to fulfil the purposes for which it was collected, unless there is a legal obligation to continue storing the data. In the event that the purposes of the processing cease or the obligation to keep the personal data expires, the data will be deleted or anonymized immediately.
- 9) You have the right of access to the content of your data and the right to rectification, erasure, restriction of processing, the right to data portability, the right to object, the right to withdraw consent at any time without affecting the lawfulness of the processing carried out on the basis of consent before its withdrawal;
- 10) You have the right to lodge a complaint with the President of the Office for the Protection of Personal Data if you consider that the processing of your personal data violates data protection regulations;
- 11) Consent for data processing is voluntary and failure to do so will hinder or prevent efficient communication.
- 12) Your data will not be processed by automated means.