

DATA PROTECTION INFORMATION FOR APPLICANTS OF NORAS MRI PRODUCTS GMBH

Information in accordance with Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR)

Dear Applicants,

In the following, we inform you about the processing of your personal data (Art. 4 No. 2 GDPR). In this declaration, you will find information on the handling of your personal data and the claims and rights to which you are entitled under the data protection regulations.

1. Who is responsible for data processing and whom can I contact?

Responsible for the processing of your personal data:

NORAS MRI products GmbH, Leibnizstr. 4, 97204 Hoechberg,

Germany You can contact the external data protection officer at:

Data protection representative, c/o NORAS MRI products GmbH, Leibnizstr. 4, 97204 Hoechberg, Germany or <u>datenschutz@noras.de</u>

2. Which data do we process and from which sources?

We process personal data that we receive from you in the course of the application process. This data is taken either from your e-mail or by letter post with attachment (e.g. cover letter, passport photo, curriculum vitae, and certificates).

a) Data that we receive from you within the scope of the application

process Master Data:

- Gender, Name, address, telephone numbers and e-mail address;
- If indicated by the applicant in the CV: i.a. date, place and country of birth and, where appropriate, name, nationality, marital status.

Data on how you became aware of the job offer.

Data on the reason for the desired internship (only in case of application for an internship).

Data on education in detail (only in case of an application for an apprenticeship): start and end of education; type of school, type of degree, overall grade average of the last report card (without head grades), grades of the last report card in the subjects mathematics, German, English, business studies, accounting.

Data on apprenticeship (including school, university, company

training). Data on non-work related interests: hobbies, voluntary

work.

Data on the content of former/current employment relationships, e.g. work tasks, performance data, completed positions (this data can be derived from your cover letter/curriculum vitae/attached references).

Passport photo.

Other data that you voluntarily give us during the application process, such as in your application letter, resume or certificates.

Communication data: Content of personal or telephone conversations and other data that arises in the course of communication with you (e.g. in the event of telephone queries on our part, when using the contact form).

Data protection declaration:

- Declaration of consent to the processing of personal data;
- Declaration to revoke any consents you may have given, declaration of opposition to the processing of personal data;
- Declaration on the assertion of your rights to information, correction, deletion, restriction of processing, data transferability including the information you provide us with when asserting your rights.

b) Data that we receive from third parties

We process personal data or categories of data that we have received from third parties (e.g. recruitment agencies) with your consent during the application process.

3. For what purposes do we process your data, on what legal basis, and what data/data categories are included?

We process your personal data in accordance with the provisions of the European Data Protection Basic Regulation (GDPR) and the Federal Data Protection Act (BDSG) for different purposes. In principle, the purpose of processing is processing for the initiation of contractual relationships (Art. 6(1) letter b GDPR), for the protection of legitimate interests (Legal Basis: Art. 6(1) letter f GDPR), based on your consent (Legal Basis: Art. 6(1) letter a GDPR).

a) Initiation of contracts including communication with the

data subject Legal Basis: Art. 6(1) letter b GDPR

This includes master data, data on how the applicant became aware of the position, data on the reason for the intended internship, data on school education, passport photo, communication data, application number, other data that you voluntarily provide us with during the application process, such as in your letter of application, CV or certificates.

b) Once an employment contract has been signed, data is stored in the personal file of the person concerned. This data is then used as a basis for the data subject's later professional development (for example, recognizing further training and development opportunities/needs depending on previous knowledge, promotion opportunities depending on existing qualifications, and so on).

Legal Basis: Art. 6(1) letter fGDPR

This includes master data, data on how the applicant became aware of the position, data on the reason for the intended internship, data on school education, data on whether the applicant is an internal applicant, communication data, and other data that you voluntarily provide us with in the application process, such as in your cover letter, resume or certificates.

c) After the conclusion of an employment contract, the data is also stored in the personal file of the person concerned for abuse control purposes

Legal Basis: Art. 6(1) letter f GDPR

This includes master data, data on how the applicant became aware of the position, data on the reason for the intended internship, data on school education, communication data, and data that



you voluntarily provide us with during the application process, such as your letter of application, CV or certificates.

d) Due to the application process, mutual legal claims (e.g. pre-contractual claims, AGG claims) may arise. The collected data is necessary for the assertion, exercise or defense of these (potential) legal claims

Legal Basis: Art. 6(1) letter f GDPR

This includes master data, communication data and usage data.

e) Consent Management (administration of declarations of consent and revocation under data

protection law) Legal Basis: Art. 6(1) letter a GDPR

This includes master data and data protection declarations.

f) Data subject rights management (processor of requests from data subjects for information, correction, deletion, and restriction of processing and data transferability to fulfil the data protection rights of data subjects)

Legal Basis: Art. 6(1) letter c GDPR

This includes all data or categories of data that are subject of the respective request.

4. Who receives my data?

Within our company, only those positions that are entrusted with the preparation and implementation of the application process will receive your data. These are the employees in the personnel department as well as the departments in which a position is to be filled, the managers and potential superiors.

Your data will not be passed on to third parties who will then process them on their own responsibility.

5. How long is my data stored?

If necessary, we process and store your personal data for the duration of the application process. If an employment relationship/apprenticeship/internship occurs after the application process; the data will continue to be stored and added to the personnel file. Otherwise, the application process ends with the receipt of a rejection by the applicant. The data is deleted no later than 6 months after receipt of the rejection. This does not apply if the processing and storage of your personal data is necessary in a specific case for the assertion, exercise or defense of legal claims (duration of a legal dispute).

If necessary, you may receive an invitation to a so-called "talent pool" for future job postings at Noras MRI products GmbH despite a rejection in a specific application procedure. If you give your consent, your application data will be stored for a further three months in each case. Every three months, you will have to agree again that you wish to remain in the talent pool. If you do not respond to this request within 14 days, your documents will be deleted after another 6 months.

6. Is data transferred to a third country or to an international organization?

There is no transfer of data to third countries.

7. What data protection rights do I have?

Every data subject has the right to

- Information in accordance with Art. 15 GDPR
- Correction in accordance with Art. 16 GDPR Deletion in accordance with Art. 17 GDPR Restriction of Processing in accordance with Art. 18 GDPR as weil as Data Portability in accordance with Art. 20 GDPR



To exercise the above rights, please contact the responsible parties named under Point 1 ("Who is responsible for data processing and whom can I contact?")

Insofar as the processing of your personal data is carried out to safeguard our legitimate interests in accordance with Art. 6(1) letter f GDPR, you can object to this processing in accordance with the legal requirements in Art. 21 GDPR. Further information on your right of objection can be found at the end of this data protection notice in "Information on your right of objection under Article 21 GDPR".

In addition, there is a right of appeal to a data protection supervisory authority (Art. 77 GDPR) if you believe that the processing of your personal data is unlawful. The right of appeal is without prejudice to any other administrative or judicial remedy. The data protection supervisory authority responsible for our company is:

Bavarian State Office for Data Protection Supervision (Bayerisches Landesamt für Datenschutzaufsicht), Promenade 18, 91522 Ansbach, Germany

8. Is there an obligation for me to provide data?

There is no legal or contractual obligation to provide data. Within the scope of your application, you should only provide personal data that is necessary for the acceptance and execution of the application. Without this data, however, we will have to reject your inclusion in the application process.

9. Is there automated decision making in individual cases?

Our decision-making in the context of the application process is not based on automated processing pursuant to Art. 22 GDPR.

10. Will my data be used to create a profile?

Your data will not be used for profiling. Profiling is any type of automated processing of personal data that consists of using this data to analyse or predict certain personal aspects.

Information about Your Right of Objection according to Art. 21 General Data Protection Regulation (GDPR)

You have the right to object at any time, for reasons arising from your particular situation, to the processing of personal data concerning you, which is based on Article 6(1) letter f of the GDPR (data processing on the basis of a balance of interests); this also applies to any profiling based on this provision within the meaning of Article 4(4) GDPR.

If you file an objection, we will no longer process your personal data, unless we can prove compelling grounds for protection for processing that outweigh your interests, rights and freedoms, or unless the processing serves to assert, exercise or defend legal claims.

The objection can be made informally and should, if possible, be addressed to the bodies or persons mentioned in the data protection information under point 1

("Who is responsible for data processing and whom can I contact?").