

DATA PROTECTION DECLARATION

of HWS Group for Applications



We are pleased that you would like to apply at our company. In the following we will explain how we process your personal data within the scope of an application and we will give further information that is relevant in this context.

1. Who is responsible for the processing of your personal data?

HWS Group, Wilhelmstr. 2, 91413 Neustadt/Aisch, Germany (in the following called “we”), is responsible as laid down in the European General Data Protection Regulation (“GDPR”).

2. Data protection officer

You can consult our data protection officer Mr. Christian Leopold, who you can contact via +49 174 310 5460 / Christian.leopold@sallco.de, regarding all questions that are associated with the processing of your personal data and with exercising your rights as laid down in the GDPR.

3. For which purposes and on which legal basis do we process personal data?

We process your personal data for the purpose of your application for an employment, insofar as this is necessary for the decision about starting an employment at our company, or in the case of a personnel placement for an employment at one of our customers’. Legal basis is § 26 Paragraph 1 i.V.m Paragraph 8 S. 2 BDSG (= German Federal Data Protection Act).

Furthermore, we can process your personal data insofar as this is required for the defense against the assertion of legal claims against us resulting from the application process. Legal basis is Art. 6, Paragraph 1. Letter f GDPR, a legitimate interest is e.g. a burden of proof in a lawsuit according to the AGG (= General Equal Treatment Act).

Insofar as an employment relationship between you and us has come to pass, we can process the personal data already received from you for the purposes of the employment, if this is necessary for conducting or terminating the employment or for the exercise or the fulfillment of rights and duties of the employees’ representation of interests that result from a law or a collective wage agreement, a works or service agreement (collective agreement).

4. Which categories of personal data do we process?

We process data in connection with your application. These can be general data about your person (like name, address and contact data), information about your professional qualification and education or information about further education measures or other details which you transmit to us in connection with your application. Besides, we can process work-related information which has been made publicly accessible by you, for example a profile at professional social media networks.

5. From which sources do personal data come if we do not collect them from you?

Insofar as we do not collect the data directly from you and you do not have an active profile at professional social media networks, or you disclose an inactive or partly active profile within the context of the application process, we can also collect personal data about this.

6. Which categories of data recipients are there?

We can transmit your personal data to companies and customers associated with us within the scope of a personnel placement, insofar as this is permissible within the context of the purposes and legal bases stated under No. 3. Besides, personal data are processed on our account on the basis of contracts as laid down in Art. 28 GDPR, in particular by host providers or vendors of application management systems.

DATA PROTECTION DECLARATION

of HWS Group for Applications



7. Do we intend transmission to a third country?

It is not intended to transmit data to a third country.

8. How long will your data be stored?

We will save your personal data as long as this will be required for deciding about your application. If an employment between you and us does not come about, we can save data beyond that, insofar as this will be necessary for the defense against possible legal claims. The application documents will be deleted six months after the notification about the decline of the application unless a longer storage is required due to legal disputes.

9. Which rights do you have?

As an applicant with us you have the following data protection rights depending on the situation and on a case-by-case basis, for whose exertion you can contact us or our data protection officer, using the contact data stated under No. 1 and 2 any time:

a. Disclosure

You have the right to obtain information about your personal data processed by us as well as demand access to your personal data and/or copies of these data. This includes information about the purpose of usage, the category of used data, their recipients and accessors as well as, if possible, the planned duration of data storage or, if this should not be possible, the criteria for the determination of the duration.

b. Correction, deletion or restriction of processing

You have the right to demand the immediate correction of incorrect personal data concerning yourself. In consideration of the processing purposes you have the right to demand the completion of incomplete data – also by means of an additional explanation.

c. Right of objection

Insofar as the processing of personal data concerning yourself takes place as laid down in Art. 6 Paragraph 1 Letter f GDPR, you have the right to object to the processing of these data any time due to reasons which result from this particular situation. We will not process these personal data anymore, unless we can provide mandatory reasons worthy of protection for the processing, which outweigh your interests, rights and freedoms, or the processing serves the assertion, exertion or defense of legal claims.

d. Right of revocation

If the processing is based on a consent, you have the right to revoke the consent any time without affecting the legality of the processing that has taken place due to your consent up to the revocation. For this you can contact us or our data protection officer any time using the contact data stated above.

e. Right of deletion

You have the right to demand the immediate deletion of personal data concerning yourself from us, and we are obligated to immediately delete personal data insofar as one of the following reasons applies:

- The personal data are not required anymore for the purposes for which they were collected or processed in any other way.
- You object to the processing according to No. 8.c and there are no primary justifiable reasons for the processing.
- The personal data were processed unlawfully.
- Deleting the personal data is required for the compliance with an obligation according to the European Union law or the law of the member states which we are subject to.

This does not apply insofar as the processing is required:

- for the compliance with a legal obligation that requires the processing according to European Union or the member states' law which we are subject to.

DATA PROTECTION DECLARATION

of HWS Group for Applications



f. Right of restriction of processing

You have the right to demand the restriction of the processing from us if one of the following prerequisites applies:

- the correctness of the personal data is denied by you, namely for a duration which makes it possible for us to review the correctness of the personal data,
- the processing is unlawful and you reject the deletion of the personal data and instead demand the restriction of the usage of the personal data;
- we do not need the personal data for the purposes of its processing any longer, but you need them for the assertion, exertion or defense of legal claims, or
- you have objected to the processing according to No. 8.c as long as it is not yet certain if our justifiable reasons outweigh yours.

If the processing was restricted according to this Letter e, those personal data – apart from their storage – may be processed only with your consent or in order to assert, exert or defend legal claims or to protect the rights of another natural or legal person or for reasons of an important public interest from the European Union or a member state.

If you have obtained a restriction of the processing, we will inform you before the restriction is cancelled.

g. Right of appeal

Irrespective of another administrative or legal remedy, you have the right of appeal to a supervisory authority, particularly in the member state of your abode, your workplace or the place of your suspected infringement, if you are of the opinion that the processing of the personal data concerning yourself violates the GDPR.

10. Necessity of providing personal data

Providing personal data is not mandatory, neither by law nor by contract, nor are you obligated to provide personal data. However, providing personal data is required for the conclusion of a contract for an employment relationship. This means that insofar as you do not provide us with personal data at your application, we will not be able to enter into an employment relationship with you or place you with one of our customers.

11. No automated decision making

There is no automated decision making on a case-by-case basis as laid down in Art. 22 GDPR, which means that the decision about your application is not solely based on an automated procession.