



Dear applicant,

The protection of your personal data is very important to us. We therefore wish to inform you of how we at Oetiker Sweden AB use your personal data during the application process.

Information that is fundamentally important to us: Oetiker Sweden AB uses your personal data only as part of the application process to fill vacancies with "Oetiker". Only people who play an active part in the application process for a vacancy have access to your data. Your personal data is not used for any other purpose apart from the application process.

In the following please find comprehensive information on data protection:

Who is the data controller and who is responsible for data protection?

Data Controller:

Oetiker Sweden AB
Box 113
SE-334 32 ANDERSTORP
Tel.: +46371575700

Responsible for Data Protection: datacontrollers.global@oetiker.com

What data categories do we use and where do they come from?

The personal data which can be collected for a possible establishment of employment (application phase) comprises in particular your master data (such as first name, surname, name affixes, nationality), contact data (such as private address, (mobile) phone number, email address), and other data (e.g. qualifications, data on employment, social insurance data, bank account data). This can include other categories of personal data such as health data. Driving licence data is accessed if company vehicles, forklifts, and cranes are used. They are also required for the purposes of damages and compensation management and for fuel card administration.

Your personal data is usually gathered from you during the application process. We could also have been given data by third parties (e.g. employment agency).

For what purpose and on what legal basis are your data processed?

We process your personal data in accordance with the provisions of the EU General Data Protection Regulation (GDPR) and Law (2018: 218) with supplementary provisions to the EU Data Protection Regulation.



Processing your data serves primarily to set up an employment relationship. The predominant legal foundation for this is art. 6 (1) point (b) GDPR. Furthermore, collective agreements (oetiker group regulations or applicable bargaining agreements) pursuant to art. 88 (1) GDPR as well as any special consent given by you pursuant to art 6 (1) point (a), (7) GDPR (e.g. for photos) can be considered provision of consent under data protection laws.

We also process your data to meet our legal obligations especially with regard to tax and social insurance law. The legal foundation for this is art. 6 (1) point (c) GDPR in conjunction with Law (2018: 218) 2 Chap1 §.

If necessary, we also process your data on the basis of art. 6 (1) point (f) GDPR to protect our legitimate interests or those of third parties (e.g. authorities). This is especially valid with regard to internal communication and other administrative purposes.

In the event that special categories of personal data pursuant to art. 9 (1) GDPR are processed as part of the application process, this serves, within the employment relationship, the exercise of rights or to meet legal obligations pursuant to labour law, social security law and social protection (e.g. provision of health data to the health insurance). The legal foundation for this is art. 9 (2) point (b) GDPR in conjunction with Law (2018:218) 3 Chap. 2 §. Furthermore, the processing of health data can be necessary to evaluate your employability pursuant to art. 9 (2) point (h) GDPR in conjunction with Law (2018:218) 3 Chap. 5 §.

If we wish to process your personal data for a purpose not mentioned above, we will first inform you.

Who is given your data?

Only those persons and bodies within our company (e.g. specific department, work council) will be given your personal data who need them to meet our contractual and legal obligations.

Within our corporate group your data will be transferred to certain companies if their duties include the central processing of data for the companies within the group (e.g. human resource department, centralised IT).

To meet our contractual and legal provisions, we also partially employ various service providers to process our orders (e.g. provider of the applicant management system).

What data protection rights may be exercised by you as the data subject?

At the address named above you can gain **information** on the data stored about you. Furthermore, you can request the **rectification** or **erasure** of your data under certain circumstances. You are additionally granted a **right to restrict the processing** of your data as well as a **right to receive the personal data you have provided** in a structured,



commonly-used and machine-readable format.

For legal reasons we inform you below of your right to object. However, we do not carry out the cited direct marketing activities with your personal data.

Right to object:

You have the right to object to the processing of your personal data for direct marketing purposes without giving reasons. If we process your data to safeguard our legitimate interests you can object to this processing for reasons resulting from your specific situation. We will then no longer process your personal data, unless we can prove compelling legitimate reasons for the processing which outweigh your interests, rights and freedoms or processing is for the purpose of the assertion, exercise and defence of legal claims.

Who can you complain to?

You can send a complaint by email to the Oetiker Group Data Protection Board: datacontrollers.global@oetiker.com or to the supervisory authority. The relevant supervisory authority for Oetiker Sweden AB is:

Datainspektionen, Box 8114, 104 20 Stockholm.
Email: datainspektionen@datainspektionen.se
Tel:+4686576100

How long is your data stored?

We erase your personal data as soon as they are no longer required for the purposes named above and no legitimate interest on our part authorises storing for longer. Furthermore, it can occur that personal data are stored for the period in which claims (statutory limitation period) can be asserted against us.

Are your data transferred to third countries?

We transfer application data to countries out with the member states of the European Union or to another state party to the treaty of the European Economic Area solely in accordance with the relevant existing legal provisions and only for prior explicitly specified concrete purposes within the framework of your employment relationship or in its initiation.

Are you obliged to provide your data?

Within the application process it is necessary for you to provide the personal data required for the application process or which we are legally obligated to gather. Without this data we will not be able to proceed with processing your application.