

## Data privacy information for applicants

The data protection statement for applicants informs you as an applicant about the processing of your personal data by companies of the EGGER Group.

You will not be informed about the processing of personal data when visiting the EGGER Website. Please find this information using this [LINK](#).

The EGGER company to which you have applied is responsible for processing your personal data as an applicant (in the following "EGGER"). Please find the names and contact addresses of our plant companies using the following [LINK](#) and those of our sales offices using this [LINK](#). Via these links you will find the correct contact details.

Your personal data includes all the information that relate or can be related to your person.

### **Personal information and personal data:**

EGGER collects and processes the personal data provided by you through your application (either digital or on paper), to that in particular (collective, "applicant data"):

- **Contact information**, such as your name, address, telephone number and your e-mail address;
- **Information and proof of your professional experiences and skills**, as well as previous employment, knowledge of languages, performance evaluations, reviews and quotas;
- **Photo** (if inserted voluntarily) and
- **Login-Data** - as part of the registration process in our applicant portal.

It is not foreseen that special kinds of personal data will be processed. If you give information about these kinds of personal data voluntarily, for example health data, this data will also be processed.

### **Data processing purposes, legal bases and consequences:**

Applicant data is collected and processed in relation to the recruiting process as well as for the purpose of hiring to determine the skills and suitability of the applicant applied for this position (collective, "**Processing purposes**"):

EGGER refers to the following legal bases regarding the data processing:

- Necessity in the context of recruiting (pre-contractual measures);
- Legitimate, prevailing interest of EGGER or third parties; especially when engaging any service providers; e.g. for special applicant management;
- Consent, if data is voluntary provided by you;
- Compliance with legal requirements.

Unless required by law, the provision of such data is on a voluntary basis. If these are not provided, it could prevent the hiring process and EGGER may not consider your application.

### **Categories of recipients**

EGGER will process the personal data within the relevant personnel department and also in the department relevant to the application. EGGER may also pass on the data to these third parties for the following processing purposes:

- **Within the EGGER group:** EGGER can pass on your personal data to other affiliated companies as long as it is necessary for the position for which the applicant has applied and this has been approved within the application portal. Access to your personal data is limited to the necessary group of persons.
- **Data processing companies:** Certain other third parties may receive your personal data for processing, possibly under appropriate instructions ("Data Processors"), to the extent necessary for the processing purposes. Processors are contractually obligated to implement appropriate technical and organizational measures to protect and process the personal data as contractually specified.

### **Retention period:**

The application data will be stored by EGGER and the data processing companies for as long as necessary to achieve the stated purposes.

If you have applied but not been accepted, we will store your application documents for a further 12 months after notification of rejection. After these 12 months, all data will be deleted unless they are required for further legal purposes. If you register in our applicant pool or if you have expressly agreed to this in your online application, we will store the data for a period of 24 months after notification of rejection. Your data will be deleted after this period at the latest.

Your account in the applicant portal will remain until you revoke your registration or as soon as you are inactive for more than 365 days. After the expiration of this period or with the revocation of your registration, the account including all stored data will be deleted. This does not apply to applications within the 6-month period.

### **Automated decision making:**

EGGER does not use automated decision making in connection with applications.

### **Who has access to my data and where is it stored?**

Applicant data is stored and processed in the applicant management system. We use SAP SuccessFactors for this purpose. In addition, we use the Quick Apply tool within SAP SuccessFactors. The application enables you to submit a quick application in our application portal.

The technical installation is designed in such a way that only a narrowly defined group of authorized persons is allowed to access the data and any other access to the data is precluded in accordance with the state of the art. We have taken appropriate precautions with the service providers, in particular by concluding an order processing agreement with concrete specifications.

### **Your rights:**

Should your consent be the legal basis for data processing, you have the option to revoke it at any time with effect for the future. A revocation will not affect the previous processing of data.

In accordance with applicable data protection laws, you have the right to: a) access your personal data ; b) request correction of your personal data; c) request erasure of your personal data; d) request restrictions on the processing of your personal data; e) request the transfer of your personal data; and f) contradict to the processing of your personal data. Note that the above mentioned rights may be limited by national law

- a) Right of access: You have the right to request confirmation from us as to whether personal data concerning you is being processed; if this is the case, you have the right to information about this personal data.

The right of access covers, among other things, the purposes of the processing, the categories of personal data concerned and the recipients or categories of recipients to whom the personal data have been or will be disclosed. However, this is not an absolute right and the interests of other data subjects may limit your right of access.

You have the right to receive a copy of the personal data that is the subject of the processing. For additional copies requested by you, we may charge a reasonable fee based on administrative costs.

- b) Right to correction: You have the right to request that we correct inaccurate personal data concerning you. Depending on the purpose of the processing, you have the right to complete incomplete personal data by means of an additional declaration.
- c) Right to erasure (right to be forgotten): Under certain circumstances, you have the right to erasure of personal data concerning you.
- d) Right of restricted processing: Under certain circumstances, you have the right to restrict the processing of your personal data. In these circumstances, the relevant data will be marked and processed only for a specific purpose.
- e) Right to data transfer: Under certain circumstances, you have the right to receive the personal data you have provided in a structured, commonly used and machine-readable format and have the right to freely transmit this data to others.

You also have the right to submit a complaint to the competent supervisory authority.

**Right of objection pursuant to Art. 21 of the General Data Protection Regulation**

The affected person has the right to object the processing of personal data concerning him or her due to his or her particular situation carried out on the basis of Article 6(1)(e) or (f) at any time.

In data protection matters, you can contact the EGGER Group via [privacy@egger.com](mailto:privacy@egger.com). The contact details of any locally appointed data protection officers can also be requested via this address.

You can reach the local HR department using the contact details provided in the job advertisement.