



For Applicants of the
C4E Group

TRANSPARENCY AND INFORMATION OBLIGATIONS

in accordance with the EU General Data Protection Regulation (GDPR EU)

General Information

This document contains information on how the C4E Group processes your personal data and your rights under data protection law.

Office in charge / Data privacy

C4E Technology GmbH

representing all its associated companies, listed below:

- C4E Europe GmbH
- C4E North America, LLC

Contact information:

C4E Technology GmbH

Callenberger Str. 52

96450 Coburg

Germany

Data protection contact:

[datenschutz\(at\)kapp-niles.com](mailto:datenschutz(at)kapp-niles.com)



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Categories / Origin of data

As part of the employment relationship, we process the following personal data:

- Your master data (surname, first name, post-nominal titles, date of birth)
- Contact data (address, telephone number, email address)
- Where applicable, work permit / residence permit
- Where applicable, previous criminal offences / criminal record / police certificate of good conduct

Your personal data is generally collected directly from you during the application process. In exceptional cases, your personal data will also be collected from other sources, such as recruitment agencies, in certain circumstances.

We also use personal data which we permissibly obtained from publicly accessible records (e.g. professional networks).

Purposes and legal bases of data processing

Your personal data is collated and processed in accordance with the provisions of the GDPR (EU), the provisions of the German Data Protection Act (BDSG) (new) and all other applicable data privacy provisions relating to employment law.

In accordance with Art. 88 Para. 1 GDPR (EU) in combination with Section 26 Para. 1 German Data Protection Act (BDSG) (new), personal data on employees may be collated for the purposes of the employment relationship if this serves the conclusion of an employment relationship, or further to the conclusion of the employment relationship, is used to implement or terminate the latter.



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In addition, consent to data processing, including special categories of personal data, may arise from certain other legislation, in particular as a result of industry-specific (compliance) requirements.

Naturally your consent to data processing can also constitute an authorising provision under data protection law. We will hereby inform you of the purpose of the data processing and your right to object to data processing according to Art. 7 Para. 3 GDPR (EU), Art. 88 Para. 1 GDPR (EU) in combination with Section 26 Para. 2 German Data Protection Act (BDSG) (new). If the consent also pertains to the processing of special categories of personal data, we will explicitly indicate this in the consent text, Art. 88 Para. 1 GDPR (EU) in combination with Section 26 Para. 3 German Data Protection Act (BDSG) (new).

Processing of special categories of personal data in the meaning of Art. 9 Para. 1 GDPR (EU) will only take place if legally required and if there is no reason to assume that your legitimate interest in excluding the data from processing should take precedence, Art. 88 Para. 1 GDPR (EU) in combination with Section 26 Para. 3 German Data Protection Act (BDSG) (new).



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Data storage period

As soon as your data is no longer required for the aforementioned purposes, we will delete your data. Data will only be retained beyond this period in cases in which we are required or authorised to do so, e.g. if you have given us permission to store your data for a specific longer period, or to exercise a right. Legislation that requires us to retain your data can be found in the German Commercial Code or the German Revenue Code, for example. A resultant retention period may be up to ten years. Legal limitation periods must also be taken into account.

Data recipients / recipient categories

Within our company, we ensure that your application data is received only by those departments and persons that need it in order to complete the application procedure.

Rights of affected persons

Your rights as an affected person are regulated in Art. 15 - 22 GDPR (EU).

This includes:

- The right to information (Art. 15 EU GDPR),
- The right to correction (Art. 16 EU GDPR),
- The right to deletion (Art. 17 EU GDPR)
- The right to limit the processing of personal data (Art. 18 EU GDPR)
- The right to object to the processing of personal data (Art. 21 EU GDPR)
- The right to data portability (Art. 20 EU GDPR),

To assert these rights, please contact [bewerbung\(at\)kapp-niles.com](mailto:bewerbung(at)kapp-niles.com).



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If we process your data in order to safeguard legitimate interests, you can object to this processing at any time for reasons stemming from your particular situation; this also applies to profiling based on these terms. We will then no longer process your personal data unless we are able to demonstrate compulsory and legitimate reasons which take precedence over your interests, rights and freedoms or demonstrate that the data is being processed in order to assert, exercise or defend legal claims.

If we process your personal data for the purpose of direct advertising, you have the right to opt out of this data processing at any time without providing any reasons; this also applies to profiling where this is in conjunction with direct advertising. If you object to processing for the purpose of direct advertising, we will no longer use your personal data for this purpose.

Right of appeal

You have the right of appeal via a data protection agency.

Transfer to third countries / Intent to transfer data to third countries

Data is only transferred to third countries (outside the European Union or the European Economic Area) where this is required to implement a contractual obligation, legally mandated or when you have given us your consent to do so.

As part of the application procedure, we pass on your personal data to group companies outside the European Economic Area: United States of America, China, Brazil. This guarantees compliance with the data privacy level.

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Obligation to provide data

A decision about the conclusion of an employment relationship – on the prospects of an application – is not possible without the provision of specific personal information and data. Legal rights and obligations that require that certain data will need to be obtained should also be respected at this stage.

Automated decision-making in individual cases

We do not use any purely automated processing procedures to make decisions.