



## Data protection information for applicants

Thank you for your application to EPG.

EPG attaches great importance to the protection of personal data. When processing your application, we strictly comply with the legal provisions, in particular the General Data Protection Regulation (EU) ("GDPR") and the German Data Protection Act ("BDSG").

The **responsible** for this processing is EPG AG, Goethestraße 30, 64347 Griesheim, Germany. EPG AG acts as the central human resources department for the companies of the EPG Group. If the position for which you have applied is advertised by a company other than EPG AG, this company and EPG AG are jointly responsible under the data protection laws. The EPG Group can be reached at EPG AG, Goethestraße 30, 64347 Griesheim, Germany, [datenschutz@e-pg.de](mailto:datenschutz@e-pg.de), telephone +49 (6332) 48192-11.

**Purpose and legal basis of the processing.** Your personal data is necessary for the processing of your application. If your application is successful, processing will continue until you are eventually involved in an employment contract. In both cases, the processing is based on Art. 6 para. 1 § b) of the GDPR.

**Storage period.** Your personal data will be kept for 12 months and then automatically deleted. In deviation from this, our confirmation of receipt to you is stored as a commercial letter for six years and then deleted. We will therefore continue to keep the data contained in this confirmation of receipt, in particular your name, the contact details you provided, the date of your application and the name of the position for which you applied. This extended storage serves the fulfilment of legal obligations and is based on Art. 6 para. 1 § c) GDPR, § 257 HGB (German Commercial Code).

If your personal data are necessary beyond this delay (for example in the exercise or defence of legal rights related to your application), they will be deleted as soon as the additional storage of these data is no longer necessary for these purposes. In this case too the data retention is based on Art. 6 para. 1 § f) of the GDPR.

Before your data is deleted, you will receive an invitation to join our talent pool. This will allow us to continue to consider you in our selection of applicants for suitable vacancies in the future. If we have your consent to do so, we will store your application data in our talent pool in accordance with your consent or, if applicable, future consents.

**Involvement of third parties.** In addition, if you submit your application to us through an online application portal, we will receive technical support from the supplier of this IT service, through which you will receive separate information for technical implementation from us. Your data will be transmitted to the IT service provider and processed on its servers on our behalf. Your data will not be transferred to third countries outside the EU.



**Affected rights.** In the context of the GDPR, you have a right to information concerning your personal data, in particular on the content of the data kept by the person responsible and the purposes of the processing operation (Article 15). You also have the right to rectify inaccurate or incomplete personal data (Article 16), the right to erase personal data, in particular those which have been unlawfully processed or which are no longer necessary for the purposes for which they were collected (Art. 17), a right to limit the processing unless there are legitimate and imperative grounds for the processing that prevail over the interests, rights and freedoms of the candidate (Art. 18), a right to object to the processing (Art. 21) and a right to data portability, provided that the processing is based on consent and that it is carried out by automated means (Art. 20).

To exercise your rights, you can contact us in the way that suits you best among the possibilities given in the introduction to this document.

**Possibilities for complaints.** In addition, you have the possibility to address your complaints about the protection of your data directly to EPG or to the supervisory authority responsible for data protection.

We wish you every success in your application process at EPG!