

Information obligation for job applicants

Dear Sirs and Madams, we would like to inform you that during the verification of your recruitment applications your personal data will be processed. Below we present detailed information on the processing of your personal data in accordance with Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (COD/RODO):

1. Personal data controller

The administrator of the personal data provided by you is: Luxiona Poland S.A. based in 27-580 Sadowie, Jacentów 167, phone + 48 15 868 40 78, e-mail: sekretariat.jacentow@luxiona.com

Entered in the Register of Entrepreneurs by the District Court in Kielce, 10th Commercial Division of the National Court Register under KRS number 0000051064, NIP 661-10-05-142, of the share capital of PLN 872,800 paid in full, we inform (hereinafter referred to as the Company)

2. The Data Protection Officer

The contact person for all matters concerning the protection of personal data is the Data Protection Officer available at the address: rodo@luxiona.com

3. The objectives and basis of processing

Personal data in the form of first and last name, e-mail address, contact telephone and data provided in the application documents will be processed by LUXIONA POLAND S.A. for the purposes listed below:

I. Your personal data, to the extent indicated by law, will be processed for the purpose of the current recruitment procedure. Legal basis: Art. 22 of the Act of 26 June 1974 Labour Code (Journal of Laws of 2020, item 1320.) (Hereinafter: Kp) and the Regulation of the Minister of Family, Labour and Social Policy of 10 December 2018 on employee documentation (Journal of Laws 2018, item 2369).

Luxiona Poland S.A. 27-580 Sadowie, Jacentów 167

Tel.: +48 15 86 84 078, Fax.: +48 15 86 84 082

Sales office: Macierzysz k/Warszawy, Sochaczewska street 110, 05-850 Ożarów Mazowiecki

Tel.: +48 22 721 72 72, Fax: +48 22 721 72 73

e-mail: sekretariat@luxiona.com www.luxiona.pl www.luxiona.com

NIP: 661-10-05-142; Regon: 290579156; Initial capital: 872.800 zł fully paid

Registered at the District Court in Kielce, X Commercial Division of the State Court Register under KRS no. 0000051064

II. The provision of other data, to the extent not specified by law, shall be treated as consent to the processing of such personal data. The consent in this case is voluntary and can be revoked at any time.

III. The Company will process your personal data, including in subsequent recruitments, if you agree, which may be revoked at any time.

IV. If the documents contain the data referred to in Article 9(1) of the COD/RODO, your consent to their processing will be required, which may be revoked at any time.

4. Recipients of personal data

Personal data of the applicant may be transferred:

- entities cooperating on the basis of data processing entrustment agreements, including subcontractors of provided services, providers of ICT services and technical equipment.

5. Data retention period

Your data collected in the current recruitment process will be stored until the end of the recruitment process.

If you consent to the use of your personal data for future recruitment purposes, your data will be stored for 3 months, after which time it will be destroyed.

6. Data subjects' rights

With the limitations indicated in the COD/RODO, everyone is entitled to:

- The right to access and obtain a copy of their data;
- the right to rectify (correct) their personal data;
- the right to limit the processing of personal data;
- the right to delete personal data;
- the right to lodge a complaint with the President of the PDPO/UODO (to the address of the Personal Data Protection Office, ul. Stawki 2, 00-193 Warsaw).

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Any consent given may be withdrawn at any time, without affecting the lawfulness of the processing carried out before withdrawal.

7. Information on the requirement to provide data

The provision of data is voluntary, but necessary for the purposes described in point 3.

8. Privacy policy

The rules concerning data processing in the websites of LUXIONA POLAND S.A. have been defined in our Privacy Policy: https://luxiona.pl/wp-content/uploads/2020/11/polityka_en.pdf

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