

## Processing of personal data

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 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 (GDPR), requires data subjects to be informed about the processing of personal data. VTG Aktiengesellschaft ("controller") intends to subsequently process your personal data and hereby informs you ("data subject") accordingly.

### Information acc. to Art. 13 GDPR

<b>Identity and the contact details of the controller</b>	<p>VTG Aktiengesellschaft  Nagelsweg 34  20097 Hamburg  Bundesrepublik Deutschland (Federal Republic of Germany)</p> <p>Tel. +49 40 2354-0  Fax +49 40 2354-1199  Email info@vtg.com</p> <p>Member of the Board: Dr. Heiko Fischer (Chairman), Dr. Kai Kleeberg, Günter-Friedrich Maas, Mark Stevenson  Headquarters: Hamburg  Registration court and Commercial Registry number: Hamburg HRB 98591</p>
<b>Contact details of the data protection officer</b>	<p>VTG Aktiengesellschaft  Datenschutzbeauftragter  Nagelsweg 34  20097 Hamburg  Bundesrepublik Deutschland (Federal Republic of Germany)</p> <p>Tel. +49 40 2354-0  Fax +49 40 2354-1199  Email datenschutz@vtg.com</p>
<b>Purposes of the processing</b>	<p>Execution of application procedures for filling vacancies, recruitment of new employees, performance of potential analyses and management audits for personnel selection</p>
<b>Legal basis for the processing</b>	<p>Consent:  Consent by implied action by submitting an application for the applicant pool; by declaration of participation in potential identification procedures; by voluntary provision of contact data</p> <p>Performance of a contract, taking steps prior to entering into a contract:  Execution of pre-contractual measures (application procedure) for a possible employment contract with the person concerned</p> <p>Compliance with a legal obligation:  AGG</p>
<b>Categories of personal data</b>	<ul style="list-style-type: none"> <li>- Surname, first name, title, academic degree</li> <li>- Occupational, industry or business name, company</li> <li>- Address data</li> <li>- Contact data (e.g. telephone number, Email)</li> <li>- Date of birth</li> <li>- Report data (by third parties)</li> <li>- CV data (education, job experience)</li> </ul> <p>Special categories of personal data:</p>

	<ul style="list-style-type: none"> <li>- Data relating to criminal convictions and offences: Criminal record (only in special cases for a background check for senior management positions)</li> </ul>
<b>Categories of recipients of the personal data</b>	<ul style="list-style-type: none"> <li>- Third-party processors</li> <li>- Group companies of controller's group</li> </ul>
<b>Intent of the controller to transfer personal data to a third country or international organisation</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> A transfer to a third country or an international organisation does not take place and is not planned.</li> <li><input type="checkbox"/> A transfer to a third country or an international organisation takes place or is planned:</li> </ul>
<b>Period for which the personal data will be stored or criteria used to determine that period</b>	<p>Your personal data will be stored until the purpose is fulfilled and your personal data will be deleted as follows:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> immediately after fulfilment of the purpose:</li> <li><input checked="" type="checkbox"/> after a period of 24 (twenty-four) months from fulfilment of the purpose at the end of the month: Data on applicants in the applicant pool</li> <li><input type="checkbox"/> condition being met:</li> <li><input checked="" type="checkbox"/> deletion taking place acc. to legal retention periods: rejected applicants: 6 (six) months from the date of rejection  data of accepted applicants: 3 (three) years after the person leaves the company</li> </ul>
<b>Existence of automated decision-making, including profiling</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Automated decision making (including profiling) is not performed.</li> <li><input type="checkbox"/> Automated decision making (including profiling) is performed as follows:</li> </ul>
<b>Necessary provision of personal data</b>	The provision of your personal data is necessary for the implementation of pre-contractual measures.
<b>Possible consequences of failure to provide such data</b>	<p>If you do not provide your personal data, this results in</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> no consequences.</li> <li><input checked="" type="checkbox"/> these consequences: The application procedure is not possible.</li> </ul>
<b>Information on rights of the data subject acc. to Art. 12 et seqq. GDPR</b>	<p><b><u>Subject to legal requirements, you have the right to</u></b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, <u>access</u> to the personal data and the following information;</b></li> <li><input checked="" type="checkbox"/> <b>obtain from the controller the <u>rectification</u> of inaccurate personal data;</b></li> <li><input checked="" type="checkbox"/> <b>obtain from the controller the <u>erasure</u> of personal data concerning him or her;</b></li> <li><input checked="" type="checkbox"/> <b>obtain from the controller <u>restriction of processing</u>;</b></li> <li><input type="checkbox"/> <b><u>object</u>, on grounds relating to the particular situation of the data subject;</b></li> </ul>

	<p><input checked="" type="checkbox"/> <b>receive the personal data concerning the data subject, which the data subject has provided to a controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller (<u>data portability</u>).</b></p> <p><b>You can exercise your rights at any time orally, by e-mail, fax or letter to the controller.</b></p>
Right to withdraw the consent	<p><input checked="" type="checkbox"/> <b><u>You have the right to withdraw your consent at any time via email, fax or letter.</u></b> The withdraw of consent shall not affect the legality of the processing carried out on the basis of the consent until withdrawing.</p>
Right to lodge a complaint with a supervisory authority	<p><b><u>You have the right to complain to a supervisory authority, in particular in the Member State of your place of residence or the place of suspected infringement, if you believe that the processing of personal data concerning you is contrary to the GDPR. Furthermore, you have the right to a judicial remedy.</u></b></p> <p>Supervisory authority responsible for the controller:</p> <p>Der Hamburgische Beauftragte für Datenschutz und Informationsfreiheit Kurt-Schumacher-Allee 4 20097 Hamburg Bundesrepublik Deutschland (Federal Republic of Germany) Tel. +49 40 42854-4040 Fax +49 40 4279-11811 Email mailbox@datenschutz.hamburg.de</p>