



Information obligation for job applicants

Accountabilities	e.pilot GmbH Im Mediapark 8a 50670 Cologne Germany Phone 0221 588 32900 datenschutz@epilot.cloud
Responsibilities	Contact person: e.pilot GmbH Bodo Becker (Data protection coordinator) Im Mediapark 8a 50670 Cologne Germany Phone +49 172 7666 437 b.becker@epilot.cloud
Contact details of the data protection officer	Certitut - Gesellschaft für Compliance und Datenschutz mbH Patrick Rayermann Marie-Curie-Str. 1 40625 Düsseldorf Germany Phone 0211 97630990 p.rayermann@certitut.de
Purpose of the data processing	Identification of suitable applicants by collecting, evaluating and storing applicant data for the duration of the application process for a potential employment; hiring of a new employee; settlement of travel expenses.
Legal basis	Article 6(1)(b) GDPR - Lawfulness of processing (contract) Article 6(1)(f) GDPR - Lawfulness of processing (legitimate interest) § Section 26 BDSG (new) - Data processing for the purposes of the employment relationship
Legitimate interests	In the context of pre-contractual measures (e.g. the entry of master data in the prospective customer process or the entry in an application process), it is necessary to provide your personal data, otherwise no contract can be concluded.



Recipient of the personal data outside the company / authority	Provider of the personnel software if necessary, portals/headhunters provide the applicant data
Intention to transfer to a third country or international organisation	We do not intend to transfer your personal data to a third country or international organization.
Storage duration	Applicant data is generally deleted after 6 months after the allocation of the respective position. Excepted from this are the data of applicants who have given their consent to the further storage of data in the applicant data pool. These data will be checked after two years to determine whether there is a need for further storage. Otherwise the data will be deleted.
Right of information	If personal data is processed by you as a user, you are considered to be the data subject in accordance with the GDPR. Data subjects are entitled to the following rights vis-à-vis the person responsible: <ul style="list-style-type: none"> • right to gain access to the stored personal data (Art. 15 GDPR) • right to rectification or erasure of personal data (Art. 16, 17 GDPR) • Right to restriction of processing (Art. 18 GDPR) • Right to be informed in relation to the rectification or erasure of your personal data or the restriction of processing (Art. 19 GDPR) • Right to data portability (Art. 20 GDPR) • Right to object (Art. 21 GDPR) • Right to revoke any declarations of consent granted. The legality of the data processing carried out up to the time of revocation remains unaffected by the consent valid up to that point in time. (Art. 7 Abs. 3 GDPR) • Right to lodge a complaint with a supervisory authority (Art. 77 GDPR)
Right of rectification	You also have a right of rectification, i.e. you can immediately request us to correct any incorrect personal data. Taking into account the purposes of the processing, you have the right to



	request the completion of incomplete personal data, including by means of a supplementary declaration.
Right of erasure	<p>You have the right to demand from us that your data be deleted immediately. We are obliged to delete personal data immediately if one of the following reasons applies:</p> <ul style="list-style-type: none"> • Purposes for which the personal data was collected are not applicable. • You revoke your consent to the processing. There is no other legal basis for the processing. • You object to the processing. There is no other legal basis for the processing. • the personal data were processed unlawfully. • the erasure of personal data is necessary to comply with a legal obligation under Union law or the law of the Member States to which the controller is subject. • The personal data were collected in relation to information society services offered, in accordance with Article 8(1) GDPR.
Right to restriction of processing	<p>You have the right to ask for the restriction of the processing if one of the following conditions is met: a. you doubt the correctness of the personal data. b. the processing is unlawful; however, you oppose erasure. c. personal data are no longer required for the purposes of the processing; however, you need the data for the assertion, exercise or defence of legal claims. d. you have lodged an objection to the processing in accordance with Art. 21 Paragraph 1 of the GDPR. As long as it is not yet clear whether the legitimate reasons given by the controller to you outweigh the objection, the processing will be restricted.</p>
Right to object to the processing	<p>In particular, you have the right to object to the processing of your data in connection with a direct marketing campaign if this is based on a balancing of interests. To do so, please contact the person responsible for processing.</p>
Right to data portability	<p>You have the right to receive the data provided by you in a structured, common and machine-readable format from the person responsible. We may not obstruct a forwarding to another responsible person.</p>
Right of appeal to a supervisory authority	<p>State Commissioner for Data Protection and Freedom of Information North Rhine-Westphalia</p>



	<p>Helga Block PO Box 20 04 44 40102 Düsseldorf Kavalleriestraße 2-4 40213 Düsseldorf Telephone: 02 11/384 24-0 Telefax: 02 11/384 24-10 E-Mail: poststelle@ldi.nrw.de Homepage: http://www.ldi.nrw.de</p>
Automated decision making and profiling	<p>As a responsible company, we do not use automatic decision making or profiling when collecting your personal data.</p>