

Privacy policy for applicants



You can apply for a job at our company via the applicant portal on our website. This privacy policy informs you about how we process the personal data collected about you as part of the application process.

Controller:

Beckhoff Automation GmbH & Co. KG
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info@beckhoff.com

Contact details of the data protection officer:

Phone: +49 5246 963-0

E-mail: dataprotection@beckhoff.com

Purposes and legal bases of processing:

The data you provide will be processed in order to carry out the application process. The legal basis for processing your data is Art. 6(1)(b) of the EU General Data Protection Regulation (GDPR) in conjunction with Section 26 of the German Federal Data Protection Act (BDSG).

If your application is successful, the transmitted data will be further processed for the purposes of processing the employment relationship, taking account of the legal requirements. The processing of your personal data as part of the application process and when an employment relationship is established is carried out on the basis of Art. 6(1)(b) of the GDPR in conjunction with Section 26(1), first sentence of the BDSG.

If your application is not successful, we may give you the opportunity to have your application data included in our applicant pool. This enables us to consider your documents for future job advertisements. This takes place exclusively with your explicit consent in accordance with Art. 6(1)(a) of the GDPR.

Your personal data will also be processed – beyond the application process – for the defense and exercise of legal claims in connection with the application process. This purpose also constitutes our legitimate interest in the processing of your data (Art. 6(1)(f) of the GDPR).

Retention period:

Once the application process has been completed, your application documents will be erased automatically after a period of six months. An exception exists if legitimate interests prevent erasure, such as the obligation to provide evidence in the context of proceedings under the German General Act on Equal Treatment (AGG).

If you have granted consent for your data to be included in our applicant pool, your data will be stored for a limited period of 12 months after the end of the application process so that we can contact you again if suitable vacancies arise. Your data will be erased at the end of the specified period or beforehand if you request it to be erased.

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Categories of recipients:

Internal recipients: When you submit your application via our applicant portal, your documents will be forwarded electronically to the responsible contacts within our company. These typically include:

- the Human Resources department
- your potential future supervisor
- direct colleagues
- the management

Should any legal disputes arise in connection with your application, your data will also be transmitted to our Legal department to ensure proper processing and defense of our position.

External recipients: As part of the application process, we use processors within the meaning of Art. 4(8) of the GDPR who process personal data for us as part of the application process.

Furthermore, in the event of legal disputes, we reserve the right to pass on relevant information to external legal advisors, courts, and authorities who support us in clarifying and resolving legal matters.

Data transfer to a third country

Data transfer to a third country (a country outside the European Economic Area) does not take place.

Rights of data subjects:

You have the right to:

- access information (Art. 15 of the GDPR)
- rectification (Art. 16 of the GDPR)
- erasure (Art. 17 of the GDPR)
- restriction of processing (Art. 18 of the GDPR)
- data portability (Art. 20 of the GDPR)
- lodge a complaint with a supervisory authority (Art. 77 of the GDPR)

In addition to the rights listed above, you also have the right to object in accordance with Art. 21 of the GDPR. Separate information about this right is provided below:

Right to object pursuant to Art. 21 of the GDPR

You have the right to object, on grounds relating to your particular situation, at any time to processing of your personal data which is based on Art. 6(1)(e) or (f) of the GDPR. This also applies to profiling in accordance with Article 4(4) of the GDPR, if applicable. In the event of an objection, we will no longer process your

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personal data further unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights, and freedoms, or for the establishment, exercise, or defense of legal claims. If you object to the processing of your personal data for marketing purposes, we will no longer process this data for such purposes, including any associated profiling in the context of direct marketing.

To exercise your rights, please contact the data protection officer.

Obligation to provide personal data / consequences if data is not provided:

The provision of your personal data is neither a statutory nor a contractual requirement.

However, it is not possible to carry out the application process without personal data. This means that an application cannot be considered without the necessary personal data.

Profiling / Automated decision-making:

Profiling or automated decision-making does not take place.