

### **Clause for persons participating in the recruitment for a job with a foreign employer**

Pursuant to Article 13 (1) and (2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 (hereinafter: GDPR), we inform you that:

1. The controller of your personal data is Flexcraft Sp. z o.o., address: Budowlanych 66/1, 45-123 Opole, KRS: 0000091410, tax identification (NIP) No.: 7542709595, state statistical (REGON) No.: 532242211.
2. For the provision of information regarding your personal data, please contact us at: [rodo@flexcraft.nl](mailto:rodo@flexcraft.nl).
3. Your personal data will be processed for:
  - a) carrying out the recruitment process on the basis of your consent, including consent to process special categories of personal data on the basis of Article 6(1)(a) GDPR, Article 9(2)(a) GDPR.
  - b) defending and pursuing claims in accordance with Article 6(1)(f) GDPR.
  - c) organizing the recruitment process in accordance with Article 6(1)(f) GDPR.
  - d) verification of the candidates' status regarding the possibility of leaving the country, in accordance with Article 6 paragraph 1 letter f of the GDPR. The legitimate interest of the Controller is to conduct effective recruitment for work abroad.

Your personal data may be processed for future recruitments in case you give separate consent for such processing in accordance with the basis of Article 6(1)(a) GDPR, Article 9(2)(a) GDPR.

4. Your personal data will be transferred to consulting companies, a company providing archiving services, carriers, companies providing IT services, law firms, to an accounting firm, an email host, a website host, recruitment portals, recruitment firms, clients for whom recruitment is being conducted, contractors, software providers, and other entities, when required by law.
5. Your personal data will not be transferred to third countries.
6. Your personal data will be processed until the end of the recruitment process or the expiry of claims. In the case of processing personal data in accordance with the legitimate interests of the Controller, your personal data will be stored for a period of 6 years. If you give your consent for future recruitment, your data will be processed until you revoke your consent, but not longer than 24 months.
7. You have the right to access your data and the right to rectify, erase, restrict processing, the right to data portability, the right to withdraw consent at any time without affecting the lawfulness of processing which was performed on the basis of consent before its withdrawal, and the right to object.
8. Your provision of personal data is voluntary, but failure to do so will prevent you from participating in the recruitment process
9. You have the right to lodge a complaint to the President of the Polish Personal Data Protection Office (address: Stawki 2, 00-193 Warszawa) if you find that the processing of your personal data violates the law. It is possible to contact them by writing to the address available at: <https://www.uodo.gov.pl/pl/p/kontakt>, or by phone: (22) 53103 00.



10. Your data will not be subject to profiling and no automated decisions will be made based on it.