

# Data Protection Declaration For franqbox Candidates

In the following Data Protection Declaration, we shall inform you according to Art. 13 para. 1 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data ("GDPR") about the collection, use and processing of your personal data in connection with your application process with Franqbox UG (haftungsbeschränkt) (hereinafter referred to as "franqbox"). In this context, personal data means all detailed information about personal or factual circumstances of a specific or identifiable natural person, such as e.g. your name, your telephone number or your address. Your data will only be transmitted to third parties, if this is necessary for the performance of your employment contract or if you have previously consented to this by written consent.

## 1. Responsible Body

The responsible body for the collection, processing and use of personal data is:

**Franqbox UG (haftungsbeschränkt)**

Podbielskistr. 288

30655, Hannover

Germany

Regarding questions of data protection you can approach [datenschutz@franqbox.com](mailto:datenschutz@franqbox.com).

## 2. Processing Purposes And Legal Basis

franqbox as responsible authority informs you herewith about the purposes of data processing and as well about the legal basis of processing. Your personal data is processed on the legal basis of Art 6 para (1) b) GDPR in conjunction with § 26 para 1) and para 8) BDSG as it is necessary for the decision to establish an employment relationship. Based on the aforesaid legal provisions franqbox is processing your following personal data:

- First- and surname
- Home address
- Personal email address
- Personal phone number
- Date of birth (if contained in your CV)
- Details available on your professional social media profiles (e.g., LinkedIn, Xing, Behance, Dribbble, GitHub)
- Employment status
- Cover letter

## 3. Data Transmission And Recipients

In order to support the application process your data required for that purpose is sent to the franqbox team you applied for a position in. For the purpose of hiring and attracting employees for franqbox we process candidates personal information when they apply for open positions. This is in the form of a job application which they submit via our website which the recruiting team reviews and assesses for potential fit.

## 4. Transfer Of Personal Data Abroad

To the extent that franqbox transmits personal data to countries outside the EU, franqbox ensures that the recipient of the data guarantees an adequate level of data protection. If data is transferred to the United States, franqbox will oblige the recipient to comply with and observe the principles of the Privacy Shield (to recognize minimum standards in the handling of personal data) or franqbox will enter into the Standard European Union Model Clauses with the respective recipient.

## 5. Information, Correction, Deletion And Revocation

You are entitled at any time to receive information about your stored personal data, its origin and recipient and the purpose of the data processing. Furthermore, in the cases listed in §§ 16ff GDPR, you are entitled to the correction, deletion, restriction or data portability of your personal data. franqbox hereby points out that corresponding documentation may be requested in order to authenticate a job applicant before its issue, because personal data is not allowed to be issued to unauthorised persons.

If you have granted consent to use data, you may revoke this at any time with effect for the future. Until the date of the withdrawal, data processing remains legally correct. It is hereby pointed out that

in some cases, collection and storage of data regardless of consent may be required by applicable law. In such cases, we will discontinue any further processing and use of your personal data and delete or restrict them, insofar as we are not obligated under statutory provisions to continue to process or in particular to store them.

Please direct all requests for information, queries or revocations regarding data processing via email to [datenschutz@franqbox.com](mailto:datenschutz@franqbox.com) or in writing to the specified address in Point 1.. Notwithstanding the above provisions, you have the right under Art. 77 GDPR to complain to a supervisory authority, if you believe that the processing of your data was unlawful.

## **6. Overview Over Deletion And Retention Periods**

We are collecting the data listed under 2. above from our candidates. In case your application is rejected, we anonymize all personal data after a period of 18 months, if you do not explicitly agree to further storage. We are asking for your consent in the application flow to store that data longer than 18 month. You can revoke your consent at any time in writing. If we are allowed to store your data for a longer period than 18 months even after the rejection of your application due to your consent, we will use these data for future possible positions that might be interesting for you.