

Information obligations according to Articles 13 and 14 GDPR for our applicants

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Name and contact details of the data protection officer	Kerstin Herschel External data protection officer PRODATIS CONSULTING AG Landhausstraße 8 01067 Dresden Germany Phone: +49 351 266 23 30 E-Mail: dsb@prodatis.com
The purposes of the data processing and the legal basis for processing the data	<ol style="list-style-type: none"> 1. To fulfil contractual obligations in accordance with Article 6 paragraph 1b GDPR, i.e. to initiate and, if necessary, conclude an employment contract with you and the associated processes 2. Within the framework of the balancing of interests in accordance with Article 6 Paragraph 1f GDPR: As far as necessary, we process your data beyond the actual fulfilment of the contract in order to protect the legitimate interests of us or third parties. e.g. Processing in internal telephone and contact lists (intranet), internal and external communication, transfer of data within the group of companies for internal administrative purposes, video surveillance to safeguard the right to the premises, ensuring IT security and IT operation, measures for building and plant security (e.g. access controls), prevention of criminal offences, assertion of legal claims and defence in legal disputes, application for funding projects, etc. 3. On the basis of your consent in accordance with Article 6 Paragraph 1a GDPR, insofar as you have given us your consent to process personal data for specific purposes, e.g. to store your data beyond the legally prescribed period or to receive a newsletter 4. On the basis of legal requirements according to article 6 paragraph 1c GDPR, i.e. various legal obligations, e.g. § 257 of the German Commercial Code and § 147 of the German Fiscal Code and GoBD for the storage of tax-relevant data, Social Security Code (SGB), General Equal Treatment Act (AGG) and other relevant laws.
Recipient of the data	<p>Within our company, only those employees who need access to your data to fulfil our contractual and legal obligations are granted access.</p> <p>Service providers and vicarious agents contractually bound by us may receive data for these purposes if the persons involved are bound to</p>

	<p>secrecy and written data protection instructions are observed. These are mainly companies from the categories listed below:</p> <p>Support/maintenance of EDP/IT applications, hosting of websites, destruction of documents and data carriers, lawyers to assert or defend legal claims, payment transactions.</p> <p>Furthermore, third parties may receive data for specific purposes if this is required by law as part of your application (e.g. notification to the Federal Employment Agency) or in order to initiate and possibly conclude a contract with you or third parties as part of your application for the above-mentioned purposes of data processing and the legal basis for processing the data (e.g. travel bookings within/outside the EU, flight bookings with airlines based within/outside the EU, etc. or if you have given us your consent.</p> <p>If there are no legal or contractual obligations to pass on data, data will only be transferred after you have given your consent.</p>
<p>Storage period or criteria to determine the period</p>	<p>Your personal data will be stored for as long as necessary to fulfil our contractual and legal obligations in the application process. This storage period is usually 6 months. If you agree to the storage of your data beyond the legally required period, the duration may be correspondingly longer.</p> <p>If the data is no longer required for the fulfilment of contractual or legal obligations, it will be deleted, unless storage is required due to legal retention periods (e.g. fulfilment of commercial and tax law retention periods of 10 years, fulfilment of retention obligations for documents for subsidy projects both for own and for customers of 15 years).</p>
<p>Your rights</p>	<p>You have the right of access, rectification, erasure and limitation of processing of the personal data concerned, the right to object to processing and a right of data transferability.</p> <p>You may object to a given consent to processing at any time with effect for the future.</p> <p>You also have the right to complain to a supervisory authority.</p>
<p>The need to provide your data</p>	<p>The provision of personal data is necessary for the initiation and, if applicable, the conclusion of an employment contract or other contract with you or third parties in the context of your application for the above-mentioned purposes of data processing and the legal basis for processing the data. Without this personal data we are not able to process your application and, if necessary, to conclude a contract with you.</p>
<p>Transfer of personal data to a third country or an international organisation</p>	<p>Data will only be transferred to countries outside the EU or the EEA (so-called third countries) if this is necessary or required by law (e.g. tax law or other prescribed reporting obligations), if you have given us your consent or within the scope of order processing in accordance with Art. 28 GDPR in order to initiate and, if applicable, conclude an employment contract or other contract with you or third parties within the scope of your application.</p>

	<p>If service providers in a so-called third country are included, they are bound by written instructions and obliged to comply with the level of data protection in Europe by means of an agreement on EU standard contractual clauses.</p>
<p>Automatic decision according to Art. 22 para. 1,4 GDPR</p>	<p>Does not take place.</p>
<p>Right of objection to direct marketing measures</p>	<p>Insofar as the processing is based on your consent, you have the right to revoke your consent at any time without affecting the lawfulness of the processing carried out on the basis of the consent until revocation.</p>