

Information on the processing of your personal data under Article 13 GDPR by Wefapress Beck + Co. GmbH

Category: applicant (m/f/d)

Thank you very much for your application to Wefapress Beck + Co. GmbH.

We attach great importance to observing regulations under data protection law. In order to meet our information obligations under Art. 13 of the General Data Protection Regulation (GDPR), we are providing you with the following information on data protection:

1. Name and contact details of the controller

Controller according to Art. 4 no. 7 GDPR:

Wefapress Beck + Co. GmbH
Up de Hacke 21 / 31
48691 Vreden
Tel.: +49 (2564) 9329 - 0
Fax: +49 (2564) 9329 - 45
Email: info@wefapress.com
Website: <https://www.wefapress.com/en>

2. Name and contact details of the Data Protection Officer

The Data Protection Officer can be reached at the above address with the supplement "Data Protection Officer" or at datenschutz@wefapress.com.

3. Purposes and legal basis for processing your personal data

We process your personal data for the purpose of contact data administration and communication as well as to conduct the application procedure. Processing is carried out based on Art. 6 (1), clause 1, point b GDPR in conjunction with Art. 88 GDPR and Sect. 26, subsect. 1 of the Federal Data Protection Act (Bundesdatenschutzgesetz – BDSG).

Your personal data may serve us to establish, exercise or defend potential legal interests (e.g. claims arising from the General Equal Treatment Act – Gleichbehandlungsgesetz – AGG), in which case processing is based on Art. 6 (1), clause 1, point f GDPR. For the above reasons, Wefapress Beck + Co. GmbH has a legitimate interest in making use of your personal data.

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If an applicant is hired, the data is transferred to the personnel file. The legal basis for this processing is Art. 6 (1), clause 1, point b GDPR in conjunction with Section 26 Subsection 1 Clause 1 Federal Data Protection Act (Bundesdatenschutzgesetz – BDSG).

Where applicable, we process your personal data for inclusion of your applicant data in our applicant pool if you are not hired. In this case we ask you to provide us with a separate declaration of your consent permitting us to store your application under Article 6 Subsection 1 Clause 1 letter a GDPR in conjunction with Sect. 26 subsect. 2 BDSG for the purpose of filling future vacancies.

Another purpose of processing is to adhere to and meet the so-called data subject rights under data protection law (Art. 12 - 22 GDPR), which Wefapress Beck + Co. GmbH is required to fulfill as the controller under Art. 4 no. 7 GDPR. Processing is carried out on the legal basis of Art. 6 (1), clause 1, point c GDPR.

4. Which items of personal data do we process?

When you apply to us, we process the information we receive from you in connection with the application procedure:

- Your contact details (e.g. last name, first name, address details, email address)
- Your application data/documents (e.g. letter, CV, photograph, references, qualifications)
- Other data from the application process (e.g. notes from interviews)

5. Categories of recipients of personal data

Your application data is passed on within Wefapress Beck + Co. GmbH insofar as this is required in order to carry out the application procedure (managing director, head of department, trainer responsible, accounting, works council). In addition, your data is passed on to the IT service providers with whom contracts have been concluded in order to ensure the security of your personal data at all times.

6. Transfer of personal data to a third country or an international organization

There are no plans to transfer your personal data to a third country or an international organization.

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7. Automated decision-making or profiling under Art. 22 GDPR

There is no automated decision-making or profiling under Art. 22 GDPR in connection with the application process.

8. Duration of storage of personal data

If you are not hired after completion of the application procedure, your data will be erased within six months of your application being turned down.

If you are not hired but your application is still of interest to us, we ask you to provide us with a separate declaration of consent so that we may keep your application for future vacancies for a period of two years.

If you agree to be included in our applicant pool, your data is erased two years after the declaration of consent is issued if it has not been possible to offer you an appropriate position.

If you are successfully hired by Wefapress Beck + Co. GmbH, we erase your personal data once the purpose of data processing no longer applies, and no later than the end of the employment contract. This applies unless the erasure is not possible due to statutory retention periods or limitation rules.

9. Necessity for personal data to be provided

Provision of your personal data is not required by law or contract.

However, provision of your personal data is necessary in order for us to be able to carry out the application procedure, since without this data we are unable to consider your application for a position at Wefapress Beck + Co. GmbH.

10. Data subject rights

If your personal data is processed, you are a data subject and you enjoy the following rights under the EU General Data Protection Regulation (GDPR):

Taking into account the prerequisites under Art. 15 GDPR, you can **obtain information** from the controller at any time as to whether and how your personal data are being processed by us.

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If your personal data are incorrect or incomplete, you have the right to **rectification** and/or completion with regard to the controller, taking into account the provisions under Art. 16 GDPR. The controller must take the appropriate action without delay.

Moreover, pursuant to the provisions under Art. 17 GDPR, you may require the controller to **erase** your personal data and assert the **right to be forgotten**.

Taking into consideration the requirements of Art. 18 GDPR, you can require the controller to **restrict** data processing.

You have the right to **data portability** under the provisions of Art. 20 GDPR. This means that you receive the personal data concerning you that you have provided the controller with in a structured, customary and machine-readable format.

11. Information regarding your right to object under Art. 21 GDPR

You have the right to object at any time, on reasons relating to your particular situation, to the processing of personal data concerning you based on Art. 6 (1), clause 1, point e or f GDPR. If you submit an objection, Wefapress Beck + Co. GmbH will no longer process your personal data unless Wefapress Beck + Co. GmbH can provide compelling legitimate reasons for the processing that override your interests, rights and freedoms, or if the processing serves the purpose of the establishment, exercise or defense of legal claims.

12. Right of withdrawal in the event of consent

If you have consented to data processing by Wefapress Beck + Co. GmbH by issuing a statement to this effect, you can withdraw this consent at any time.

The legitimacy of the processing carried out based on the consent up until the withdrawal is not affected by this.

13. Right to lodge a complaint with a supervisory authority

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement if you consider that the processing of personal data relating to you infringes the GDPR. The supervisory authority with which the complaint has

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been lodged shall inform the complainant on the progress and the outcome of the complaint including the possibility of a judicial remedy pursuant to Art. 78 GDPR.

The regional data protection supervisory authority responsible for Wefapress Beck + Co. GmbH is:

Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen
(State Officer for Data Protection and Freedom of Information – North Rhine Westphalia)
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40102 Düsseldorf

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