

PERSONAL DATA PROCESSING INFORMATION

The personal data which “Dom Development Kredyty” Sp. z o.o. requires candidates to provide is only so much as is indicated in applicable laws.

The provision by you of any personal data that exceeds the scope of data required by “Dom Development Kredyty” Sp. z o.o. - that is, any data other than your name(s) and surname, your parents' names, your date of birth, place of residence (address for correspondence), education, history of employment - **means that you agree to the processing of such additional personal data for the purposes of the ongoing recruitment campaign.** You have the right to withdraw your consent to the processing of your personal data at any time. The withdrawal of my consent to the processing of my personal data shall not affect the lawfulness of any data processing based on your consent prior to its withdrawal.

If you agree to the processing of your personal data for the purposes of future recruitment campaigns, please include the following statements in your application documents:

I consent to the processing by “Dom Development Kredyty” Sp. z o.o. with its registered office in Warsaw of the personal data contained in my application documents for the purposes of future recruitment campaigns. I have been advised that I have the right to withdraw my consent to the processing of my personal data at any time. The withdrawal of my consent to the processing of my personal data shall not affect the lawfulness of any data processing based on my consent prior to its withdrawal.

If you agree to the sharing of your personal data for the purposes of future recruitment campaigns to be conducted by the Dom Development S.A. capital group companies listed below, please include the following statement in your application documents:

I hereby consent to the sharing by “Dom Development Kredyty” Sp. z o.o. with its registered office in Warsaw, of my personal data included in the application documents with the following group companies: “Dom Development Kredyty” Sp. z o.o. with its registered office in Warsaw, “Dom Construction” Sp. z o.o. with its registered office in Warsaw, Dom Development Wrocław Sp. z o.o. with its registered office in Wrocław, Euro Styl S.A. with its registered office in Gdańsk, “Euro Styl Construction” Sp. z o.o. with its registered office in Warsaw Gdańsk for the purposes of future recruitment campaigns to be carried out by the aforementioned companies. I have been advised that I have the right to withdraw my consent to the processing of my personal data at any time. The withdrawal of my consent to the processing of my personal data shall not affect the lawfulness of any data processing based on my consent prior to its withdrawal.

The granting of these consents is entirely voluntary, and does not affect the recruitment campaign conducted by Dom Development Kredyty Sp. z o.o.

Your personal data is processed in accordance with Regulation No. 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, repealing Directive 95/46/EC (general data protection regulation) (hereinafter the “**GDPR**”).

1. The Controller of your personal data is “Dom Development Kredyty” Sp. z o.o. with its registered office in Warsaw, Pl. Piłsudskiego 3, 00-078 Warszawa (hereinafter the “**Controller**”).

2. The Controller has appointed a Data Protection Officer, whom you may contact in respect of any matters relating to the protection of your personal data:

- a. by e-mail to: iodo@domd.pl, writing “Dom Development Kredyty personal data” in the subject line of your email,

- b. by letter to: “Dom Development Kredyty” Sp. z o.o., Pl. Piłsudskiego 3, 00-078 Warszawa, marked with the reference “IODO”.

In particular, you may contact the Controller in the above manner in order to exercise your rights referred to in items 7 and 8 and/or to withdraw your consent, as referred to in item 9.

3. Your personal data will be processed:

- a) for the purposes of conducting the recruitment campaign for the position for which you are applying - the legal basis for such processing is:
 - o if you apply to be engaged under a contract of employment: a legal obligation arising from the provisions of law (Article 6(1)(c) of the GDPR in conjunction with Article 22¹ of the Labour Code), and the fact that the processing of your data is necessary for steps to be taken to enter into the contract (Article 6(1)(b) of the GDPR) and, as regards any optional data that is not required by law, the legal basis for the processing is your consent (Article 6(1)(a) of the GDPR),
 - o if you apply to be engaged as a contractor under a civil law contract: the processing of the data is necessary for steps to be taken to enter into the contract (Article 6(1)(b) of the GDPR) and, as regards any optional data provided by you, the legal basis for the processing is your consent (Article 6(1)(a) of the GDPR),
- b) for the purpose of future recruitment campaigns on the basis of your consent, if such consent has been given by you (Article 6(1)(a) of the GDPR),
- c) for the purpose of the establishment, exercise or defence of claims (if any), which constitutes a legitimate interest of the Controller (legal basis: Article 6(1)(f) of the GDPR), where such interests involve an opportunity to establish, exercise or defend claims (receivables).

4. Your personal data will be processed until the current recruitment campaign is completed, and with regard to personal data that is processed on the basis of your consent to the processing for the purposes of future recruitment campaigns, your personal data will not be processed for a period longer than one year from the date of your consent. With regard to data that is processed for the purpose of the Controller’s legitimate interests, such data may be stored for the purpose of the establishment, exercise or defence of claims, until the limitation period for such claims expires.

5. The recipients of your personal data may include:

- a) employees and contractors of the Controller,
- b) companies operating within the same capital group: “Dom Development Kredyty” Sp. z o.o. with its registered office in Warsaw, “Dom Construction” Sp. z o.o. with its registered office in Warsaw, Dom Development Wrocław Sp. z o.o. with its registered office in Wrocław, Euro Styl S.A. with its registered office in Gdańsk, Euro Styl Construction Sp. z o.o. with its registered office in Gdańsk,
- c) entities that provide services to the Controller, in particular, IT or recruitment services to whom the Controller will entrust the processing of personal data.

6. Your personal data will not be transferred to any third country, i.e. to any country outside the European Economic Area.

7. You have the right to request access to your personal data, to rectify or delete your personal data, to request the restriction of processing of your personal data and to transfer your data.

8. If your personal data is processed on the basis of legitimate interests, you have the right to object to the processing for reasons associated with your particular situation.

9. To the extent to which your personal data is processed on the basis of your consent, you have the right to withdraw that consent at any time without impacting on the legality of the processing of your personal data that has been done on the basis of your consent prior to its withdrawal.

10. You have the right to file a complaint with the data protection authority (President of the Personal Data Protection Office).

11. If you apply to be engaged under a contract of employment, you are required by law, as prescribed in Article 22¹ of the Labour Code, to provide the personal data requested by the Controller. If you do not provide such data, your application may not be considered as part of the recruitment campaign. The provision of personal data that is not required by law is voluntary. If you apply to be engaged as a contractor under a civil law contract, the provision by you of the personal data requested by the Controller is voluntary, but is required by the Controller for the purposes of the recruitment campaign. If you do not provide such data, your application may not be considered as part of the recruitment campaign.

12. The Controller will not make decisions based exclusively on automated processing, including profiling, which may have a legal effect or similar material effect on you.