

## Information for applicants about the collection of personal data pursuant to Article 13 and 14 of the Regulation (EU) 2016/679 (GDPR) through the IABG mbH

The IABG ensures a fair and transparent processing of the personal data of its applicants. Subsequently, pursuant to Article 13 or Article 14 of the European General Data Protection Regulation (GDPR), we inform you about the collection and processing of your personal data:

### 1. Name of the responsible body

Industrieanlagen-Betriebsgesellschaft mbH (IABG mbH)

### 2. Anschrift der verantwortlichen Stelle

IABG mbH  
Einsteinstr. 20  
85521 Ottobrunn  
Germany

For further addresses, see <http://www.iabg.de/en/contacts/regional-offices>.

### 3. Managing Director, head of data processing:

Prof. Dr. Rudolf F. Schwarz - Managing Director  
Phone: +49 89 6088 2260  
E-Mail: [schwarz@iabg.de](mailto:schwarz@iabg.de)

Wolfgang Renn - Head of data processing (Procuration)  
Phone: +49 89 6088 2622  
E-Mail: [renn@iabg.de](mailto:renn@iabg.de)

### 4. Operational data protection officer

Swen Müller / Services  
Phone: +49 89 6088 2120  
E-Mail: [muellers@iabg.de](mailto:muellers@iabg.de)

## 5. Application procedure

### What personal data do we collect and where do they come from?

In the context of the application procedure, we process the following personal data:

- Your base data (such as first name, last name, name affixes, date of birth);
- If necessary, work permit / residence permit;
- Contact data (such as private address, (mobile) phone number, e-mail address);
- Skill data (for example, special knowledge and skills);
- If relevant for the advertised position: health suitability;
- If you visit the IABG, any video data from the video surveillance in certain areas as prescribed by security authorities.

Your personal data are on principle collected directly from you during and as part of the application process, in particular from the application documents, the interview and the personal questionnaire.

In addition, we may receive data from third parties (e.g. HR consultants).

### For what purposes and on what legal basis are data processed?

We process your personal data in accordance with the provisions of the Regulation (EU) 2016/679 “General Data Protection Regulation” (GDPR) and the Federal Data Protection Act (“BDSG”).

First and foremost, the data processing serves the establishment of the employment. The primary legal basis for this is Article 88(1) GDPR in conjunction with Section 26 (1) BDSG.

Your data are processed exclusively for the staffing of the specific post to which you have applied.

In addition, depending on the vacant position the processing of health data for the assessment of your ability to work in accordance with point (h) of Article 9(2) GDPR in conjunction with Section 32 (1) BDSG may be required.

If, upon a negative reply to your application, you wish to be included in our applicant pool, we will need a declaration of consent from you.

If you wish that your application be considered for other vacancies in the company, we will need a declaration of consent from you.

Furthermore, due to the Council Regulation (EC) No 2580/2001 and Council Regulation (EC) No 881/2002, we are obliged to match your data against the so-called “terror lists” to ensure that no funds or other economic resources are provided for terrorist purposes.

## How long will your data be stored?

In the case of an employment, we keep your application documents with your personnel file. Upon termination of employment, personal data that we are legally obliged to retain will continue to be stored. This regularly results from legal evidence and retention obligations, which are laid down in the German Commercial Code and the German Tax Code. The storage periods are thereafter up to ten years. In addition, personal information may be retained for the time that claims can be made against us (statutory limitation period of three or up to thirty years).

In the event of a rejection, your application documents will be deleted no later than six months after completing the application process, unless you have given us consent to longer storage periods (pool of applicants).

## Who gets your data?

Within our company, only the individuals and entities involved in the decision about your employment receive your personal information (e.g. the department in question, the works council, SHE representation).

We have outsourced the software maintenance of our applicant management system to an external service provider, Infoniqa HR Solutions GmbH, Traunufer Arkade 1, A-4600 Thalheim bei Wels, Austria. We also use the CVlizer to recognize OCR documents from JoinVision, Wehrgasse 28/Top 3 + 4, A-1050 Vienna, Austria. We signed a contract regarding the data processing corresponding to Article 28 GDPR with both companies.

## 6. Data subject rights

Provided that the respective legal conditions are met, you have the rights conferred by Articles 15 to 22 GDPR:

- Right of access by the data subject (Article 15 GDPR);
- Right to rectification (Article 16 GDPR);
- Right to erasure ('right to be forgotten') (Article 17 GDPR);
- Right to restriction of processing (Article 18 GDPR);
- Right to object (Article 21 GDPR);
- Right to data portability (Article 20 GDPR).

As to that, please contact the data protection officer of IABG mbH (see » 4. Operational data protection officer «).

## 7. Right of revocation with consent

If the collection and processing is based on point (a) of Article 6(1) GDPR or on point (a) of Article 9(2) GDPR, you have a right to revoke this consent, without the legitimacy of the

hitherto undertaken processing, based on the given consent until the revocation, being affected.

## **8. Appeal to the Authorities**

You have the opportunity to turn with a complaint to the above-mentioned data protection officer (see » 4. Operational data protection officer «). In addition, in accordance with Article 77 GDPR, you have the right to lodge a complaint with the competent supervisory authority. In the case of IABG mbH, the competent authority is:

Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)  
Promenade 27  
91522 Ansbach  
Germany  
Phone.: +49 981 53 1300  
Fax: +49 981 53 98 1300

## **9. Legal or contractual necessity**

In order to be able to consider your application, we require from you the personal data necessary for the decision on the justification of your employment.

## **10. Automated decision making**

An automated decision-making, including profiling, according to Article 22 GDPR does not exist.

## **11. Planned data transfer to third countries (outside the EU)**

A transfer of your personal data to a third country does not take place and is not planned either.

## **12. Indirect collection**

Your personal data is always collected directly from you as part of the hiring process. In certain circumstances, due to legal regulations, your personal data are also collected from other sources. In addition, we may receive data from third parties (e.g. personnel consultants).