

Privacy statement Careers Deerns Groep B.V.

What is the purpose of this privacy statement?

Thank you for your interest in Deerns Groep. For our General Privacy Policy we kindly refer you to the Privacy Policy to be found at the 'Contact' section of our website.

The Privacy Statement Careers Deerns Groep B.V. (Deerns) describes the statement with regard to Careers at Deerns. We process your personal data for the purpose of our services and business operations. We attach great importance to your privacy and we will therefore handle your personal data confidentially and carefully. We inform you about this in our privacy statement.

Who are we?

Deerns specialises in the design and optimisation of installations for high performance buildings for people and industries to thrive. Our consultancy and engineering services cover the entire lifecycle of buildings. Deerns Groep is located at Anna van Buerenplein 21 F in The Hague. The company is registered with the Chamber of Commerce under Chamber of Commerce number 27152866.

Whose personal data do we process?

We process the data you provide to us; personal data of applicants, (potential) candidates, self-employed persons without employees, temporary and secondment workers, employees of suppliers, participants of customers or other persons seeking employment. In addition, we process personal data of our (potential) customers. Finally, we process personal data of third parties in the context of our business operations.

What do we do with your personal data?

We use your personal data at www.deerns.com/careers/ for:

- Applications (vacancy/ open) and talent pools;
- Handling questions, complaints and requests (including right of inspection);
- Statistical analysis website (traffic)

When do we collect personal data?

Personal data can be shared with Deerns in several ways:

- * Visiting the website (cookies are stored on computer or mobile device);
- * Application via the website or a third party website;
- * Contact with an employee of Deerns by email, telephone or in writing;
- * Participate in a social media activity (for example by clicking 'Like' or 'Share')

What data do we collect?

Via www.deerns.com/careers/ we collect the below mentioned personal data:

1. In case of (open) application: name, surname, phone number, e-mail address, resume and – if applicable – motivational letter
2. In case of questions, complaints and requests: name, surname and e-mail address
3. When visiting the website: untraceable and anonymised IP address, domain name, device type and browser type

Deerns only grants access to this data to those persons who need it for the performance of their work and any legal duties and rights.

Why do we request these personal data?

By using our website, you leave certain data with us. This may include personal data. We store and use mainly the personal data directly provided by you or for which it is clear, upon submission, that it will be provided to us for processing. This is the case, for example, if you search for vacancies, apply for vacancies or send an open application. You then provide personal data on your own initiative. Other personal data such as IP address obtained through the use of cookies are used to improve and secure the site.

In what way will your personal data be processed?

The personal data you provide will become available to only a limited and relevant group of professionals within our organisation. They use this data only for the purposes mentioned above. Applications, questions, complaints or requests are handled by our staff.

It may happen that no suitable vacancies or positions are available at the time of application. In such cases, Deerns may store the personal data in order to approach the person concerned at a later date when a suitable vacancy does exist. This data will be kept for a maximum of 1 year. If this is not desired, you can indicate this via the link in the confirmation e-mail, or by contacting one of the recruiters. We will then process your request and ensure correct processing of your query.

Deerns uses Recruitee as their ATS (Applicant Tracking System) as described below.

Rights to access, amend, retrieve and delete personal data

A data subject has the right to access, amend, retrieve or delete their personal data. A request to this effect can be addressed to Deerns via clicking on the link in the confirmation mail you received, or by contacting one of the recruiters. We will then process your request and ensure correct processing. You will also receive a GDPR notification after 1 year with the request to confirm if you would like to remain in our database and/ or if any amendment needs to be done.

Deerns will remove any registered visitor (and his or her personal data) from its database upon request.

How do we secure the processing of personal data?

Deerns makes every effort to protect personal data provided against unauthorized use, loss, or unauthorized access. To this end, we take various organizational and technical measures. Our employees, who have access to your personal data, are bound by confidentiality and only have access to the data that is required for the performance of their duties. We also take all measures necessary to keep the network and resources up-to-date and secure, and we agree appropriate measures with our suppliers to process your data securely.

Recruitee

Deerns collaborates with Recuitee as part of its recruitment software. Personal data uploaded on the website is stored on Recuitee's server, in doing so Deerns and Recuitee take into account the current GDPR and the relevant correct processing of the data.

By submitting an application to, the data processor, you authorise us to collect and use your personal data for the purpose of a recruitment process and all recruitment procedures.

- We will collect and process the following data:
- When applying (open/ vacancy): first name, surname, telephone number, e-mail address, CV and in some cases a cover letter
- In case of questions, complaints and requests: first name, surname and e-mail address
- When visiting the website: non traceable and anonymised IP address, domain name, type of device and type of browser

(hereinafter referred to as your 'Data').

In addition, your Data will be used to contact you and process your request.

You are not obliged to provide this Data. Your Data will be processed on the basis of your prior consent to such processing, including where the Data was collected on the basis of the legitimate interests of in processing your request.

If you refuse consent, your Data will be deleted from all our databases. However, please note that if you make a mistake or refuse to provide your Data, the application process will be cancelled.

We remind you that for the processing of your Data and in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, applicable from 25 May 2018 (hereinafter referred to as GDPR) and French Law No 78-17 of 6 January 1978 (amended) relating to information technology, files and civil liberties, you have the right to know whether we keep your Data and, if so, you have the following rights under the conditions specified in the GDPR:

- Right of access by the data subject (Article 15);
- Right to rectification (Article 16);
- Right to erasure (Article 17);
- Right to restriction of processing (Article 18);
- Right to data portability (Article 20);

- Right to object (Article 21).

All rights mentioned above are personal and can only be exercised by the person who provided this Data.

If you wish to exercise your rights or make any other request regarding the processing of your Data, please contact us directly using the method as described above.

For the purposes of these provisions, your Data may be kept by for a maximum period of 12 months. After the expiry of this period, you will receive an e-mail asking you to update your Data. If you do not respond within 10 days, your Data will be deleted from our databases.

Your Data will not be subject to automated data processing. As part of the processing described herein, all applicable technical, organisational and security measures are taken against unauthorised access or any alteration, disclosure, destruction or loss of your Data, hosted in data centres in the European Union for the entire duration of the processing. Unless otherwise provided by existing laws, regulations or court orders, access to your Data is limited to those employees currently employed by and, where applicable, their subcontractors who need to view and/or use the data for the purposes described above

Questions, comments, complaints?

If you have any questions, comments or complaints about the way in which Deerns handles your personal data, you can contact our DPO at DPO@deerns.comil.

Amendments

From time to time, Deerns may make changes, additions or amendments to this privacy statement for various reasons. The most up-to-date privacy statement can always be found on the website of Deerns. This version was drawn up in May 2023.