

## **Information pursuant to Article 13 of the General Data Protection Regulation (GDPR) for applicants on our website**

Our company puts a high value on compliance with data protection regulations. We wish to inform you below about how we collect your personal data:

### **Controller**

Fischhaus am Schaalsee GmbH – represented by the managing director, Jens Niemann, Amtsstraße 11, 19246 Zarrentin am Schaalsee, +49 (0)38851 55990 or info@fischhaus-schaalsee.de – is responsible for data processing.

### **Data necessary for making a decision on the formation of the employment relationship**

As part of the application process, we process the data needed to make a decision on the formation of the employment relationship. This particularly includes your contact details, such as your name and address, as well as all data related to the application, such as your CV, certificates, qualifications, answers to questions, etc. If you submit an application for travel expenses, we will also need your bank details. Section 26 of the Federal Data Protection Act (Bundesdatenschutzgesetz or BDSG) forms the legal basis for processing your data.

If you also voluntarily provide us with data about yourself, we will process it on the basis of your revocable consent pursuant to Art. 6(1)(1)(a) and Art. 7 GDPR in conjunction with Section 26(2) BDSG.

### **Data sources**

We only process the personal data that you submit to us as part of the application process.

### **Data deletion**

Provided that there is no statutory retention period, the data will be deleted as soon as storage is no longer necessary or the legitimate interest in storing the data has expired. If the application does not lead to employment, this is usually the case no later than three months after completion of the application process or receipt of the rejection. We also delete data if you withdraw your consent to the processing of your data.

In individual cases, certain data may be stored for a longer period of time (in the event of a claim for travel expenses, for example). The storage duration is then based on the statutory retention obligations, which in turn stem from the German Tax Code or Commercial Code, among other things, and can be between six and ten years. Further storage of your data is also permissible if further processing is necessary to assert, exercise or defend legal claims after the weighing of interests by us.

If you have not been recruited, but your application is still of interest to us, we will ask you whether we may continue to retain your application for future vacancies. This longer storage period is based on your revocable consent pursuant to Art. 6(1)(1)(a) and Art. 7 GDPR in conjunction with Section 26(2) BDSG.

### **Recipients of your data**

It goes without saying that we treat your data confidentially and do not share it with third parties.

If necessary, we use service providers who are strictly bound by instructions (such as our hoster: TNG Stadtnetz GmbH, Projensdorfer Str. 324, 24106 Kiel, and, for the application process, our applicant management tool: rexx systems GmbH, Süderstraße 77, 20097 Hamburg), who give us IT support, for example, or assist us with the archiving and destruction of documents. Separate order processing contracts have been concluded with such service providers.

## Your rights

As a data subject, you have the right of **access** to the personal data held about you (Art. 15 GDPR) as well as the right to **rectification** of incorrect data (Art. 16 GDPR) or to **deletion** if one of the reasons set out in Art. 17 GDPR applies, e.g. if the data is no longer needed for the intended purposes. There is also the right to **restriction of processing** if one of the conditions set out in Art. 18 GDPR is met and, in the cases set out in Art. 20 GDPR, the right to **data portability**. If data is processed on the basis of your consent, you are entitled to revoke your consent to the use of your personal data at any time pursuant to Art. 7 GDPR. Please note that the revocation will only have future effect. Any data processed prior to the revocation is not affected. Please also note that we may have to store certain types of data for a certain period of time in order to comply with legal requirements despite your revocation (for further information, see "Data deletion").

## Right to object

**In cases where we process your personal data on the legal basis of Art. 6(1)(1)(e) or (f) GDPR, you have the right to object at any time on grounds arising from your particular situation. We will then no longer process the personal data unless there are demonstrably compelling legitimate grounds for processing it that outweigh your interests, rights and freedoms, or any such processing serves to assert, exercise or defend legal claims.**

For data protection matters and to assert your rights as a data subject, please contact the following person in the first instance: data protection adviser, Verena Roosen, Lademannbogen 127, 22339 Hamburg, [Referentin.Datenschutz@Block-Gruppe.de](mailto:Referentin.Datenschutz@Block-Gruppe.de)

Furthermore, as a data subject, you have the right to lodge a complaint with a supervisory authority if you consider that the processing of your personal data violates data protection regulations. In particular, the right to lodge a complaint may be exercised with a supervisory authority in the member state where the data subject resides or works, or where the alleged infringement took place.

## Automatic decision-making

Since the decision on your employment relationship is not taken on the basis of a solely automated process, no automated decision will be taken in individual cases within the meaning of Art. 22 GDPR.

## Our data protection officer

We are supported in our task of fulfilling our data protection obligations by our data protection officer. If you are making an enquiry, please state the name of the company in question. The contact details of our data protection officer are as follows:

datenschutz nord GmbH

Konsul-Smidt-Str. 88

28217 Bremen

Email: [office@datenschutz-nord.de](mailto:office@datenschutz-nord.de)

Web: [www.datenschutz-nord-gruppe.de](http://www.datenschutz-nord-gruppe.de)