



BERLIN-CHEMIE
MENARINI

Privacy Information Notice for Job Applicants

1. Data Controller and DPO. The data Controller is Berlin-Chemie A. Menarini Distribution LLC Belgrade, Djordja Stanojevica street no. 14, 11070 Belgrade ("we", the "Company" or the "Controller"), which may be reached by contacting the Company headquarters and/or by writing to the Data Protection Officer ("DPO") dpo.serbia@berlin-chemie.com.

2. What personal data we process, on what legal basis and for which purposes. Based on your request prior to entering into a contract (Art. 12 (1) 2 of the Law on personal data protection ("Official Gazette of the Republic of Serbia no. 87/2018") ("Law")) we process the personal data you provide during the selection process (in the application form, during the job interview, as well as the data we collect by our recruitment agencies etc.). These data include, in particular, your name, contact details, areas of professional interest, employment status, information pertaining to your professional expectations, your educational background, your skills and experience, your CV, training and course data, your photo, the additional information you may provide in the course of our contacts as well as the data which the Controller may collect, also from third parties, in the course of its activities ("Data").

Also, based on your consent (Art. 12 (1) 1 of the Law) we process your Data, in order to contact you if new position is open in our Company which would suit your abilities. Please be informed that we may process your Data only for the purpose of assessing the applications we receive to evaluate the possibility of starting an employment relationship and/or collaboration with the Company).

Providing Data is necessary requirement to enter into an employment contract.

3. How we process your Data and for how long. Data are entered in the company information system in line with the applicable privacy laws, including the aspects pertaining to security and confidentiality and in accordance with the principle of fair, lawful and transparent processing. We will store the Data until the end of the recruitment process or for two years after the end of recruitment process in case you have provided us with your consent for processing in order to assess your application and contact you if new position is open in our Company which would suit your abilities. All Data are processed both manually and electronically - in any case measures will be taken to ensure security and confidentiality.

4. Who may access your Data. Authorized employees within the Company and Menarini Group of Companies receive your data for the purpose of recruitment process. In order to protect our rights or the rights of third parties, we may disclose data to the authorities. We cooperate with service providers who support us in the provision of our services. These service providers process your personal data on our behalf, in accordance with our instructions and under our supervision, solely for the purposes described in this Privacy Information Notice. With the exception of the above, Data will not be shared with third parties, or published/disseminated. Data Recipients shall process them, as the case may be, in the capacity as data controllers, processors, or persons authorised to the processing, in compliance with the applicable laws on data protection. Regarding possible transfers of Data outside Serbia, including countries whose laws do not afford the right to personal data privacy the same level of protection as Serbian Law, the Controller informs that all transfers shall in any event take place in accordance with the methods permitted by the Law., such as, for example, on the basis of the applicant's consent, on the basis of the Standard Contractual Clauses approved by the Serbian Commissioner, or operating in countries considered safe by the Serbian Government, etc.

5. Your rights. By contacting the Company at the above address, you may at any time exercise the rights: the right of access, the right to rectification and erasure, right to restriction of processing and right to data portability, and right to withdraw consent. Likewise, you may always lodge a complaint to the Commissioner for Information of Public Importance and Personal Data Protection, Bulevar kralja Aleksandra street no. 15, Belgrade 11120, office@poverenik.rs. You may at any time withdraw the consent you have conferred to the Processing of your Data, although this will not affect the lawfulness of the processing carried out before withdrawal.

Having read and fully understood the above information notice, which describes how the Company will process my personal Data I hereby

☐ Consent ☐ Do not consent

that Berlin-Chemie A. Menarini Distribution LLC Belgrade process my personal data listed above for period of two years in order to contact me if the new position is open in Company which would suit my abilities.

Date_____

Name_____Surname_____Signature_____