

Information to be provided where personal data are collected from applicants and employees in accordance with Article 13 of the EU General Data Protection Regulation (GDPR).

1. Name and contact data of the controller

Research Institute of Automotive Engineering and Vehicle Engines Stuttgart
Pfaffenwaldring 12
70569 Stuttgart
Tel.: +49 711 685-65888
e-mail: info@fkfs.de

2. Contact data of the Data Protection Officer

DataCo GmbH
Dachauer Str. 65
80335 München
e-mail: datenschutz@dataguard.de

3. Purpose and legal basis for processing

Purpose of the processing:

We process the data you provide us with to conduct and administrate the application process.

In particular, we will process your personal data:

- regarding your identity (such as names and your contact data) and
- regarding your qualifications (in education and professionally).

If you are employed by us, we will process additional data

- about your job and your presence at our organization,
- to document your employment relationship (such as your personnel file),
- for settling your expenses and your salary (such as your bank details, your expenses account and your salary calculation),
- to fulfill reporting obligations with regard to the employment relationship (such as your health insurance, your social security number and your tax identification number) as well as
- regarding your currently-relevant tax classifications for your salary and church tax; which we request from the tax

authorities upon disclosure of your tax identification number.

Legal basis for processing:

Here we rely on the following legal bases:

- point (a) of Article 6(1) of the GDPR; section 26(2) of the BDSG (German Federal Data Protection Act); and point (a) of Article 9(2) of the GDPR, in as far as we rely on your consent
- section 26(1) of the BDSG (German Federal Data Protection Act), in as far as we process your data for the purposes of an employment relationship,
- point (c) of Article 6(1) of the GDPR; section 26(3) of the BDSG (German Federal Data Protection Act); in as far as we process your data in order to fulfill our legal obligations,
- point (d) of Article 6(1) of the GDPR; point (c) of Article 9(2) of the GDPR, in as far as we process your data to protect the vital interests of natural persons,
- point (f) of Article 6(1) of the GDPR; section 26(3) of the BDSG (German Federal Data Protection Act) for the safeguarding of our legitimate interests or the legitimate interests of a third party – in as far as these do not override your interests, fundamental rights and freedoms,
- point (e) of Article 9(2) of the GDPR, in as far as you yourself have manifestly made your own especially-sensitive personal data public,
- point (h) of Article 9(2) of the GDPR, in as far as the processing of special categories of personal data is required for the purposes of preventative medicine, occupational medicine, or for the assessment of the working capacity of the employee.

4. Receivers or categories of receivers of the personal data

Within our organization, the following positions and departments receive the personal data they need for the above-stated purposes.

- Employees in the personnel department
- Management board
- Department heads
- Workers' Council

In addition, we sometimes make use of various service providers and will transmit your personal data to other trustworthy recipients. These could be, for example:

- Tax advisors
- Data protection officers
- Government authorities
- Solicitors
- Courts of law
- IT service providers
- Commissioned data processors

5. Transfer of personal data to a third country

Your personal data will not be transmitted to a third country/an international organization.

6. Duration of the storage of your personal data

We process and store your personal data for as long as it is required to fulfill our contractual and legal obligations, or is necessary for the establishment, exercise or defense of legal claims.

If the data are no longer necessary for this, they will be deleted at regular intervals unless their temporary further processing is necessary for legal reasons, such as complying with legal retention periods.

7. Rights of the data subject

You may exercise the following rights as laid down in the GDPR:

If your personal data is processed, you have the right to obtain access to your stored personal data, from the controller (Art. 15 GDPR).

If the personal data being processed is incorrect, you have the right to rectification (Art. 16 GDPR).

Where the legal conditions are fulfilled, you can demand the deletion or restriction of processing of your data. You can also formally object to the processing of your data. (Art. 17, 18 and 21 GDPR).

If you have given your consent to the processing of your data – or a contract for the data processing exists and the data processing is carried out by automated means – you also have the right to data portability (Art. 20 GDPR).

You continue to have the right to lodge a complaint with a supervisory authority (Art. 77 GDPR).

8. The right to revoke consent

If you have given permission for your data to be processed by the controller via an appropriate declaration, you can revoke this permission at any time for the future by sending an e-mail to bewerbung@fkfs.de. This shall not affect the lawfulness of the processing based on consent before its withdrawal.

9. Obligation to provide data

Such an obligation exists in particular with regard to the data required to fulfill legal obligations concerning income tax and social security, which are associated with the employment relationship (e.g. your tax ID and your health insurance).