

## **Information for applicants according to Art. 13 of the General Data Protection Regulation (GDPR)**

Compliance with data protection regulations is a high priority for our company. We would like to inform you below about the handling of your personal data by us:

### **Controller:**

Controller for the data processing operations described below is

HereWeGrow gGmbH, Alter Wandrähm 17/18 – 20457 Hamburg, [contact@herewegrow.org](mailto:contact@herewegrow.org)

### **Data required for the decision on the establishment of the employment relationship:**

As part of the application process, we process data from you that we need to decide whether to establish an employment relationship. In particular, this includes your contact details, such as your name and address, as well as all data related to the application, such as your CV, references, qualifications, answers to questions, etc. If you submit an application for reimbursement of travel expenses, we also need your bank details. The legal basis for the processing of your data results from § 26 BDSG (German Bundesdatenschutzgesetz) respectively Art. 6 (1) (b) GDPR.

If you also voluntarily provide us with personal data, we process this on the basis of your revocable consent in accordance with Art. 6 (1) (a), Art. 7 GDPR in conjunction with § 26 (2) BDSG.

### **Data sources**

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

### **Data erasure:**

If there is no legal retention period, the data will be deleted as soon as storage is no longer necessary or the justified interest in storage has expired. If you are not hired, this is usually no later than three months after completion of the application process or after receipt of the rejection. We also delete data if you revoke your consent to the processing of your data.

In individual cases, individual data may be stored for a longer period of time (e.g. travel expense reports). The duration of storage then depends on the statutory retention obligations, which may result from the German Fiscal Code or the German Commercial Code, among other things, and may be 6 to 10 years. Further storage of your data is also permissible insofar as further processing is necessary for the assertion, exercise or defence of legal claims after we have weighed up the interests involved.

If you have not been hired but your application is still of interest to us, we will ask you whether we may continue to keep your application for future job openings. This longer retention is based on your revocable consent in accordance with Art. 6 (1) (a), Art. 7 GDPR in conjunction with § 26 (2) BDSG.

### **Recipients of your data:**

We will of course treat your data confidentially.

To improve the effectiveness of application management, group-affiliated companies support us in the process. We are supported by Blume2000 SE (Gutenbergring 53 – 22848 Norderstedt) as a data processor in our applicant management. We have concluded a data processing agreement according to Art. 28 (3) GDPR with Blume2000 SE. Blume2000 SE is strictly and contractually bounded by our instructions. Blume2000 SE in turn uses softgarden E-Recruiting GmbH as a data processor to facilitate the application process. This data processor is also strictly bounded by instructions and contractually obligated to Blume2000 accordingly.

If necessary, we use further service providers who are strictly bound by instructions, who support us e.g. in the areas of IT or the archiving and destruction of documents and with whom separate contracts for data processing have been concluded.

### **Your rights:**

As a data subject, you have the right to **access** about the personal data concerning you (Art. 15 GDPR) as well as the right to have inaccurate data **rectified** (Art. 16 GDPR) or to have it **erased** if one of the reasons mentioned in Art. 17 GDPR applies, e.g. if the data is no longer needed for the purposes pursued. There is

also the right to **restriction of processing** if one of the conditions listed in Art. 18 GDPR applies and, in the cases of Art. 20 GDPR, the right to **data portability**. If the processing of data is based on your consent, you are entitled to **withdraw your consent** to the use of your personal data at any time in accordance with Art. 7 GDPR. Please note that the revocation is only effective for the future. Processing that took place before the revocation is not affected. Please also note that we may have to retain certain data for a certain period of time in order to comply with legal requirements despite your revocation (cf. in more detail "Data deletion").

### **Right of objection**

**If data is collected on the basis of Art. 6 (1) (f) GDPR (data processing for the protection of legitimate interests) or on the basis of Art. 6 (1) (e) GDPR (data processing for the protection of public interest or in the exercise of official authority) , you have the right to object to the processing at any time for reasons arising from your particular situation. We will then no longer process the personal data unless there are demonstrably compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.**

For questions regarding data protection and to assert your rights as a data subject, please first contact:  
contact@herewegrow.org

Furthermore, pursuant to Art. 77 GDPR, you have the right to **lodge a complaint** with a supervisory authority if you are of the opinion that the processing of data relating to you violates data protection provisions. The right of complaint may be asserted in particular before a supervisory authority in the Member State of your habitual residence, your place of work or the place of the alleged infringement. Our Data Protection Officer:

### **Our data protection officer:**

We are supported by our data protection officer in fulfilling our data protection obligations. In the event of an enquiry, please name the company in question. The contact details of our data protection officer are:

datenschutz nord GmbH

Sechslingspforte 2

22087 Hamburg

Tel.: +49 40 5936160400

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

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