

Data Privacy Statement for the Application Process

1. Who is responsible for the processing of your personal data?

Within the framework of applications, it is not possible to avoid the disclosure of personal data. The IHP GmbH (hereinafter referred to as “we”) is responsible for such data in terms of the EU General Data Protection Regulation (GDPR).

2. Data Protection Officer

For any questions relating to the processing of your personal data or the exercising of your rights in connection with the GDPR, please consult our Data Protection Officer at datenschutz@ihp-microelectronics.com.

3. To what end and on the basis of what legislation do we process personal data?

Any personal data from your application, including all the attachments, will only be collected, processed and used by us and our wholly-owned subsidiary IHP Solutions GmbH for the purpose of recording, storing and evaluating your application. They will not be sold to third parties and if it is necessary given by law we will forward them to third parties (see item 5).

Personal data from applicants will only be stored on our own servers in accordance with applicable data protection regulations.

Applications should preferably be submitted online. Alternatively, the postal service may be used. In the case of online applications, the data entered by you will be transmitted, in encrypted form, to our employee(s) responsible for applications, provided the operator of the applicant's Internet access permits this.

Your personal data is only accessible to Human Resources employees (D-HR) and - if necessary - is made available to managers for their decision. They are prohibited from using the data for purposes other than those mentioned above. After completion of the application process, you will be informed about the result.

We process personal data about you from your application for the purpose of an employment relationship, insofar as this is required for the decision to establish an employment relationship with us. The legal basis is § 26 Sec. 1 in conjunction with Sec. 8 pg. 2 BDSG (German Federal Data Protection Act).

Furthermore, we may process personal data about you insofar as this is necessary for our defense against legal claims asserted in connection with the application process. The legal basis for this is Art. 6 Sec. 1f GDPR; the legitimate interest is, for example, an obligation to provide proof in proceedings under the General Act on Equal Treatment (AGG).

If an employment relationship between you and us is established, we can further process the personal data already received from you for the purpose of employment in accordance with § 26 Sec. 1 BDSG, if this is necessary for the implementation or termination of the employment or for the exercise or fulfilment of the rights and obligations of employee representation resulting from legislation or a collective agreement, a company or service agreement (collective agreement). If you are hired, the personal data received in your application and the attachments will be transferred to your personnel file. At the time of recruitment, a check is made to ensure that it is up to date.

4. Which categories of personal data do we process?

We process data in connection with your application. This may include general information about you (for instance, name, address and contact details), information about your professional qualifications and schooling, information about professional training or other information you provide us in connection with your application.

If you apply using our online portal, we will notify you of our privacy policy and you must agree to it.

If you apply without using our online portal, you will receive written information on our data privacy regulations with the confirmation of receipt of your application.

With your application you declare your agreement with our current data protection conditions.

5. Disclosure to third parties

In case of intended employment it may be necessary to transfer your personal data to authorities and offices, such as the Central Foreign and Specialized Placement Services (ZAV) or Federal Employment Agency (BA).

Furthermore, personal data are processed on our behalf on the basis of contracts pursuant to Art. 28 GDPR.

6. How long do we store your data?

We store your personal data for as long as this is necessary for the decision regarding your application. If an employment relationship between you and us does not materialize, we may also further store data, insofar as this is necessary for the defense against possible legal claims.

The application documents will be deleted no later than 6 months after the announcement of the rejection, unless longer storage is required due to legal disputes.

7. What are your rights?

As an applicant with us, you have the following data protection rights, depending on the specific situation, for the exercise of which you can contact us or our Data Protection Officer at any time under the contact data specified in sections 1 and 2:

a. Information

You have the right to obtain information about your personal data processed by us and to request access to your personal data and/or copies of this data. This includes information on the purpose of use, the category of data used, its recipients and authorized persons and, if possible, the planned duration of data storage or, if this is not possible, the criteria for determining this period.

b. Correction, deletion or restriction of processing

You have the right to request us to immediately correct any inaccurate personal data concerning you. Taking into account the reason for the processing, you have the right to request the completion of incomplete personal data, also by means of a supplementary statement.

c. Right of objection

Insofar as the processing of personal data concerning you takes place on the basis of Art. 6 Sec. 1f GDPR, you have the right to object to the processing of the data at any time for reasons arising from your particular situation. We will then no longer process this personal data unless we can prove compelling reasons for the processing that outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend against legal claims.

d. Right of revocation

If the processing is based on your consent, you have the right to revoke the consent at any time without affecting the legality of the processing conducted on the basis of the consent until revocation. You can contact us or our Data Protection Officer at any time using the contact data provided above.

e. Right to deletion

You have the right to request us to delete personal data concerning you immediately and we are obliged to delete personal data immediately if one of the following reasons applies:

- The personal data are no longer necessary for the purposes for which they were collected or otherwise processed.
- You object in accordance with No. 6c above to the processing and there are no overriding legitimate reasons for the processing.
- The personal data have been processed unlawfully.
- The deletion of personal data is necessary to fulfil a legal obligation under EU law or the law of the member states to which we are subject.

This does not apply if the processing is required:

- For the fulfilment of a legal obligation required for processing under the law of the EU or of the member states to which we are subject.
- To assert, exercise or defend legal claims.

f. Right to the restriction of the processing

You have the right to request the restriction of processing if:

- The accuracy of your personal data is disputed; the restriction applies for a period of time that allows us to verify the accuracy of the personal data,
- The processing is unlawful and you refuse to delete the personal data and instead request that the use of the personal data be restricted,
- We no longer need the personal data for the purposes of processing, but you do need the data to assert, exercise or defend against legal claims, or
- You have lodged an objection to the processing under 8.c above, until it has been determined whether our legitimate reasons outweigh yours.

Where processing has been restricted in accordance with this point (f), such personal data may only be processed - apart from being stored - with your consent or for the purpose of asserting, exercising or defending rights or protecting the rights of another person or legal entity or on grounds of an important public interest of the EU or a Member State.

If you have obtained a restriction of the processing, we will inform you before the restriction is lifted.

g. Right of appeal

Without prejudice to any other administrative or judicial remedy, you have the right of appeal to a supervisory authority, in particular in the Member State where you reside, work or suspect infringement, if you believe that the processing of personal data concerning you is contrary to the GDPR.

8. The necessity of providing personal data

The provision of personal data is neither required by law nor by contract, nor are you obliged to provide the personal data. However, the provision of personal data is required for the conclusion of an employment contract with us. This means that if you do not provide us with any personal data in an application, we will not enter into an employment relationship with you.

9. No automated decision making

There is no automated decision in individual cases in terms of Art. 22 GDPR. This means that the decision on your application is not based exclusively on automated processing.