

UAB INTEGRE TRANS PRIVACY POLICY FOR CANDIDATES

We take care of the protection of your information and comply with the European Union General Data Protection Regulation (GDPR)¹ and other laws protecting your information. Read this report carefully to learn more. If you are interested in more detailed information, you can find it in the table attached to this report.

1. How should I read this report?

This report will answer key questions about how we collect, use, and protect information about you. If you have any questions or any part of this report is unclear, our contact person is ready to assist you as described in Section 13 of this report. Please note that any form of "we" in this report means our Company as described in Section 2 of the report.

2. Who is responsible for protecting my information?

We are: UAB Integre Trans
Our company code is: 301888546
Our address: Sporto st. 18, Vilnius

3. Why do you collect information about me?

We seek to conclude a contract with you. In order to assess your eligibility for the proposed job position, we must collect, use and store information about you. Based on your individual consent, we may store your information in order to provide you with job offers in the future.

4. What information should I provide to you and why?

For the selection of candidates, we collect the following information about you:

- Identification data;
- Contact information;
- Other information contained in the CV and cover letter.

5. What information do you collect about me from other sources?

We would like to point out that in order to evaluate your candidacy, we can contact your former employers for guidance and inquire about your qualifications, professional skills and subject-matter. Also, we may ask you to give consent to receive such information from your current employer.

If you have uploaded your CV to recruitment agencies or job search ad portals – we can get information about you from them.

6. What is the legal basis for collecting information about me?

We collect information about you legally because:

⁸ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) (Text is important to EEA)

- information about you is necessary for the possible conclusion of a contract of employment (Article 6 (1) (b) of the GDPR);
- You have given your consent for the storage of the information provided by you in order to provide you with job offers in the future or your consent to contact your current employer (s) (Article 6 (1) (a) of the GDPR).

7. Do you make automatic decisions? Are you profiling me?

You are not profiled; automatic decisions are not made.

8. Do you collect sensitive information about me?

Sensitive information about you is not collected.

9. Do you give someone information about me?

Information about you can be passed on to external processors – a company or body providing personnel management, information, communication, and similar services that assume the confidentiality and security obligations under the legislation on personal data protection.

10. Are you transmitting information about me outside the European Economic Area²?

Information outside the European Economic Area (all Member States of the European Union and Iceland, Liechtenstein and Norway) is not transmitted.

11. How long do you keep information about me?

We will keep the information about you until the end of the recruitment process.

If you have given your consent to contact your current employer as well as the information received from your previous employers, we will store such information until the end of the recruitment process.

If you consent to the storage of information about you (including information received from your former and current employer) after the recruitment period, we will keep your information for 6 months or until you revoke your consent.

12. What are my rights?

If you would like to take the steps indicated below, please contact our company at contact details mentioned in Clause 2 below. Please note that these rights may be subject to statutory conditions and exceptions.

- **The right to request access to available information about you;**
 - **The right to revoke consent;**
 - **The right to apply for correction of existing information about you;**
 - **The right to request deletion of existing information about you;**
 - **The right to request to limit access to information about you or its deletion;**
 - **The right to contest the collection, use and storage of your information in our company;**
 - **The right to apply for export of your data or to transfer it to another company;**
 - **The right to file a complaint to the State Data Protection Inspectorate.**
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13. How can you help me?

If you have any questions, comments or complaints about how we collect, use and store data about you, we can help you. If you need help, please contact us by e-mail at bdar@integre.lt.