

# Privacy policy for employee candidates of Dom Maklerski TMS Brokers S.A.

This "Privacy Policy for candidates for employees of Dom Maklerski TMS Brokers S.A." (hereinafter "**Privacy Policy**") was prepared by the company Dom Maklerski TMS Brokers S.A. (hereinafter "**Administrator**" or "**TMS Brokers**") and is directed to candidates for employees of TMS Brokers.

Based on Article. 13 section 1 and 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC (General Regulation on Data Protection) (hereinafter the "GDPR") below the TMS Brokers provide you with information on the rules for the processing and protection of your personal data with the Administrator.

# 1. Who is responsible for your personal data?

The Administrator of personal data is Dom Maklerski TMS Brokers S.A. with its registered office in Warsaw, address: ul. Złota 59, 00-120 Warsaw, entered into the register of entrepreneurs under number 0000204776.

#### 2. How to contact the Administrator?

A Data Protection Officer has been appointed at TMS Brokers. In matters regarding the processing of personal data by the Administrator, you can contact the following e-mail address: odo@tms.pl.

#### 3. On what basis and for what purpose the Administrator process your personal data?

Your data will be processed in order to recruit for the post of the Administrator. If voluntary and optional consent is given, the data will also be processed for the purposes of future recruitments conducted by the Administrator, in particular in order to present you with new job offers, invite you to take part in recruitments and check the possibilities of your participation in future recruitments carried out by the Administrator.

Data processing for purposes other than the above may take place: (i) based on obtaining additional consent, (ii) on the basis of applicable law, or (iii) when it is consistent with the purpose for which the personal data was originally collected (art. 6 para. 4 of the GDPR).

The legal basis for the processing of your data is the Administrator's legitimate interest (Article 6 para. 1 letter f of the GDPR), consisting in seeking employment and conducting recruitment procedures aimed at employing an employee whose qualifications best meet the Administrator's needs.

The basis for processing your data to the extent necessary to conclude and perform an employment agreement is art. 6 para 1 letter b) of the GDPR and art. 6 para. 1 letter c) of the GDPR to the extent necessary to perform statutory obligations by the Administrator. If you agree to the processing of data for the purposes of future recruitments, in this respect the data will be processed on the basis of art. 6 para. 1 lit. a of the GDPR.



To the extent that data is processed on the basis of a separate consent, you have the right to withdraw consent at any time. However, this will not affect the lawfulness of data processing that was carried out before its withdrawal.

If additional information is included in the documents provided by you - personal data referred to in art. 9 para. 1 of the GDPR, they will be processed with your consent (article 9 para. 2 letter a of the GDPR), which can be revoked at any time.

# 4. What are your rights within the scope of the Privacy Policy?

You have the right to access data, correct them, request their removal, as well as the right to limit processing, data transfer, object to the processing of personal data and the right to lodge a complaint to the supervisory body if the data is processed in breach of legal requirements.

For reasons related to your particular situation, you have the right to object to the processing of personal data if the Administrator processes personal data on the basis of legitimate interests.

#### 5. Providing personal data

Providing your personal data to the extent resulting from generally applicable law, in particular art. 22<sup>1</sup> of the Labor Code is necessary to participate in the recruitment procedure. Providing other data by you is voluntary.

## 6. Automated decision-making

You will not be subject to a decision that is based solely on automated decision-making, including profiling, and has legal effects on you or similarly significantly affects it.

#### 7. Data recipients

The Administrator may transfer your data to the following recipients: advisers or cooperating entity.

## 8. Transfer of personal data outside the EEA

The administrator does not plan to transfer your personal data to recipients outside the EEA, i.e. to third countries.

In the case of transferring personal data to third countries, i.e. to recipients based outside the European Economic Area or Switzerland, in countries that according to the European Commission do not provide sufficient data protection (third countries that do not provide an adequate level of protection), the Administrator transfers them using mechanisms consistent with with applicable law, which includes, among others

- a) EU "Standard Contractual Clauses",
- b) obtaining a certificate of compliance with the Privacy Shield by a third party (if it is based in the United States),





c) when the data is transferred to a third country against which the European Commission has determined on the basis of a decision that the third country in question meets an adequate level of protection.

## 9. How long is your personal data stored?

Personal data will be processed until the recruitment process is completed. In the case of expressing a separate consent to the processing of data for the purposes of future recruitments, the data will be processed until the end of these recruitments, but no longer than until the consent for data processing is withdrawn.

## 10. Change in the Privacy Policy

This Privacy Policy may change, in particular if the need or obligation to introduce such changes results from changes in applicable law, including changes in the recipients of the data.

The amendment to this Privacy Policy is made by way of a resolution of the Management Board of TMS Brokers.