

according to the data protection regulation, we are obligated to inform you about the processing of your personal data in connection with your employment relationship / application:

**Responsible parties for the course of your employment / application related to data processing operations are:**

Weishaupt Corporation  
2925 Argentia Road  
Mississauga, ON L5N 8G6  
weishaupt@weishaupt-corp.com

For any concern related to the data protection you can contact your data protection officer at any time:  
datenschutzbeauftragter@weishaupt.de

**The Purposes of processing personal data**

The purposes of personal data processing are in particular

- Purpose of carrying out the application process
- the fulfillment of the employment contract including the fulfillment of legal and collective law obligations,
- Purposes of management, process optimization and organization of work
- Economic and personnel planning
- Preparation of personnel and other corporate decisions,
- Securing evidence for judicial and extrajudicial legal disputes as well as for economic, tax, social security and other audits,
- Security, quality, behavior and performance controls,
- Ensuring health, equality and safety at work,
- Protection of the property and other rights of the employer or of customers and business partners,
- Termination of employment and exercise of workers' rights.

**Legal basis for the processing of personal data**

Your personal data is only collected and processed within the framework of the data protection regulations. Your personal data may only be processed in accordance with applicable data protection law if this is expressly permitted or ordered by law, if you have given effective consent or if this is necessary for the establishment, implementation or termination of an employment relationship. The same applies so far as the data processing is necessary to protect the legitimate interests of the responsible body for purposes other than the employment relationship and there is no reason to assume that your legitimate interest as the data subject outweighs the exclusion of processing or use. This applies in particular to the investigation of criminal offenses or in the group of companies for the purposes of group management, internal communication and other administrative purposes (such as when transferring employee data to the group parent).

Responsible persons who are part of a group of companies that are assigned to a central office may have a legitimate interest in transferring personal data within the group of companies for internal administrative purposes, including the processing of personal data of employees.

Personal data can also be transmitted to competent authorities and courts, as well as to lawyers, auditors, tax advisors, business consultants and comparable confidential service providers with a special trust. In any case, your personal data will only be passed on to third parties to the extent necessary to achieve the specified purposes.

In addition, employers have legal obligations in many cases, in particular in the area of tax and social security law, for the fulfillment of which personal data must be processed in a justified manner.

Finally, we process your personal data if you have given us your consent. You can revoke your consent at any time. The lawfulness of processing based on consent remains unaffected until revocation.

We also process special categories of personal data in accordance with the data protection regulation (in particular health data) only in the exercise of rights and the fulfillment of obligations under labor law and social law (e.g. providing health data to the health insurance company, recording a severe disability due to additional leave, determination of the severely handicapped tax, etc.).

**Categories of recipients of personal data**

Personal data is only received by those persons and positions (e.g. specialist department, works council, representative for the severely disabled) who need them to fulfill our contractual and legal obligations. Within the group, your data will be transmitted to certain companies if they perform centralized data processing tasks for the companies in the group (e.g. payroll).

In addition, we can transfer your personal data to other recipients outside the company, insofar as this is necessary to fulfill the contractual and legal obligations as an employer. This can be e.g.:

- Authorities and public institutions (e.g. pension insurance institutions, professional pension institutions, social insurance institutions, tax authorities, courts)
- Employee's bank
- Health insurance agencies
- Offices, in order to be able to guarantee claims from the company pension scheme
- Offices, in order to be able to pay out the assets
- Third party debtors in the case of garnishment of wages and salaries
- Insolvency administrator in the event of personal bankruptcy

We also use different service providers to fulfill our contractual and legal obligations.

**Duration of data storage**

If necessary, we process and store your personal data for the duration of our contractual relationship. This also includes the execution of a contract. After termination of the contractual relationship, we save your personal data as long as we are legally obligated to do so. Such documentation and retention requirements arise, for example from the national regulation. The deadlines specified there for documentation or for the storage of personal data must take place until the end of a business relationship with the customer. Because of this, it may be necessary to store personal data for life and even beyond. Finally, the duration of storage of personal data is also assessed according to the statutory limitation periods.

**Order processing**

We use processors to fulfill the tasks arising from the employment relationship. All processors require detailed contractual guarantees to ensure the protection of your personal data with technical and organizational measures. These are among others, companies in the categories payroll, personnel services, printing services, telecommunications (e.g. service cell phones), IT services, financial services (e.g. asset-related services), advice and consulting.

**Transmission of data**

Personal data is only transferred to another country or an international organization if

- as long this is necessary to fulfill our employment contract obligations or you have given us your consent after information about any risks of such transfer.

**Automated decision making in individual case**

We do not use fully automated decision-making to carry out the employment relationship.

**Rights as a data subject**

Every data subject has the right to information, the right to correction, the right to deletion, the right to restriction of processing and the right to data portability in accordance to the data protection regulation. The restrictions according to the data protection regulation are applicable to the right to information and the right to deletion. You have the right to lodge a complaint with a supervisory authority if the processing of your personal data violates the provisions of the data protection regulation.

**Competent supervisory authorities**

Office of the Privacy Commissioner of Canada  
30 Victoria Street  
Gatineau, Quebec K1A 1H3  
Toll-free: 1-800-282-1376