Data protection notice for applicants
OGL Food Trade Lebensmittelvertrieb GmbH

09/26

Thank you for your interest in our job advertisement. Protecting your personal data is important to us. Therefore, we would like to inform you about how we collect, process and use your data as part of the application process, pursuant to **Art. 13 GDPR**.

1. Contact details of the data controller

OGL Food Trade Lebensmittelvertrieb GmbH
Eichenstr. 11 a-d
85445 Oberding
Legal representatives: Norbert Gasser, Johannes Zelger, Helmut Schrafstetter
Telephone: 08122 – 892040
Email: info@ogl-foodtrade.com
Website: https://www.ogl-foodtrade.com/de.html

2. External data protection officer

Our external data protection officer can be reached via the following contact details:

blu Systems GmbH
data protection officer
Keltenring 11
82041 Oberhaching
Telephone: +49 89 919290 560
Email: dsb@blusystems.de

3. Processing purpose

We process your personal data for the purpose of assessing applications for possible employment or co-operation with the company. As part of the application process, we process the data you provide. These may include general personal data, such as your name, address, details of your professional qualifications and school education, or details of continuing professional education or other information that you provide to us in connection with your application.

Furthermore, once the application process has been completed, your data will be processed in pseudonymized form on the basis of Art. 6 (1) (f) GDPR for statistical evaluations in order to improve our application management. It will no longer be possible to assign this data to you personally.

Any further processing of your data will only take place with your consent. The purpose in this case is to build up a pool of applicants to fill vacancies following the regular application procedure.

4. Legal basis for processing

The legal basis for processing the data you have provided is **Art. 6(1)(b)** and **Art. 6(1)(a) GDPR**.

5. Sources and origin of your data

We receive the necessary data directly from you as the data subject.

6. Service providers and systems to safeguard the processing of data

We do not use any job-application or HR software to manage the application process. You send us your application documents by email. If applicable, the application will then be forwarded, also by email, to the relevant department and division managers.
You will also be added to our applicant pool, which is also managed via our email software, once you have given your active consent.
We use Microsoft Outlook to receive, send and manage emails.

Microsoft Inc.
One Microsoft Place, South County Business Park
Leopardstown
D18 PS21 Dublin
Ireland

As the security of your personal data is important to us, we have signed a data processing agreement with the above-mentioned company.

Recipients of your personal data

Your personal data will be shared internally with employees who are involved in processing your application as part of the application process. All employees are required to maintain the confidentiality of your data.

If your applicant profile matches a job opening at another company within our corporate group, your application materials may be shared with the affiliated company responsible for that position. This disclosure is made exclusively for the purpose of reviewing your application for this specific position.

The companies to which such disclosure may be made include:

- OGL Food Trade Lebensmittelvertrieb GmbH, Oberding, Germany
- OGL Digital Service GmbH, Oberding, Germany
- OGL Fruitsrevice GmbH, Bolzano, Italy
- Bellafrut s.a.s., Verona, Italy
- OGL Quality Services B.V., Ridderkerk, Netherlands
- OGL Service Polska Sp. z o.o., Jasło, Poland

Your personal data will not be disclosed to any other external third parties unless there is a legal basis for doing so or you have consented to such disclosure.

7. Decision-making including profiling

There are no automated individual decision-making procedures pursuant to **Art. 22 GDPR** or other profiling measures in the sense of **Art. 4 No. 4 GDPR**.

8. Transfer to third countries

Your data will only be processed within the European Union. There will be no transfer outside the European Union. We will inform you in advance if this should become necessary and will ensure that all necessary measures are taken to maintain an appropriate level of data protection.

9. Data retention and erasure

Lawmakers have enacted a number of retention periods, which we observe with the utmost care in order to comply with these obligations. In this context, we generally store your personal data only for as long as the stated purpose allows, or as required by law for reasons of proof. We store the data collected in connection with your application for a maximum of 6 months after the application process has been completed. Once this period has elapsed, the data collected in connection with the application will be erased or blocked if erasure is not possible.
Storing the data beyond this period is only possible with your consent or legal permission.

10. Rights of the data subject

As data subject, you have the following rights:

- Right of access (Art. 15 GDPR)
- Right to rectification (Art. 16 GDPR)
- Right to erasure (Art. 17 GDPR)
- Right to restriction of processing (Art. 18 GDPR)
- Right to notification (Art. 19 GDPR)
- Right to data portability (Art. 20 GDPR)
- Right to object (Art. 21 GDPR)
- Right to withdraw consent (Art. 7 GDPR)
- Right to lodge a complaint (Art. 77 GDPR)

If you have given us consent to process your data, you can withdraw this at any time with effect for the future. Withdrawal will not affect the lawfulness of processing before the withdrawal. All you need to do is send an informal email to: privacy@ogl-foodtrade.com

11. Competent state data protection authority

Information on lodging a complaint with a supervisory authority

If you consider that the processing of your personal data by us infringes the GDPR, you have the right to lodge a complaint with a supervisory authority - in particular in the member state of your habitual residence, place of work or place of alleged infringement - without prejudice to any other administrative or judicial remedy.

Our competent state data protection authority

Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)
Postfach 1349
91504 Ansbach
Germany

Online complaint form: https://www.lda.bayern.de/de/beschwerde.html