

## RECRUITMENT (1)

### **NOTIFICATION OF CONFIDENTIALITY**

Below you can find information that explains how we collect personal data in the recruitment process for vacancies in our company.

#### **WHAT INFORMATION DO WE COLLECT ABOUT YOU?**

In the recruitment process we collect the information you provide to us through your presentations (CV, letter of intent, etc.); these personal data may include: first and last name; date and place of birth; citizenship; residence; e-mail address; phone number; civil status, etc. This information can be obtained, for example, either by documents sent by post or by e-mail, to our company's address, or directly by personally presented documents.

#### **HOW DO WE USE YOUR INFORMATION ABOUT YOURSELF?**

All this information is required to see if your person meets our requirements. They are backfired or destroyed after the interview is sustained if it does not end with a hiring.

We do not sell or send your personal data to other entities.

### **MARKETING**

We will not use your personal data for marketing purposes.

### **ACCESS TO INFORMATION, DATA RECTIFICATION AND COMPLAINTS**

Your personal data is solely reviewed by human resources and management personnel.

We want to make sure that all your rights are respected and that your personal information is fully protected. You may request that data be rectified if changes occur (name, civil status, address, etc.). To do this, you can contact us using the address used in our correspondence.

The contact details of the department dealing with personal data protection are:  
[DPO@meteorsa.ro](mailto:DPO@meteorsa.ro) .

You have the right to complain to the National Supervisory Authority for Personal Data Processing. This is the control body you can address if you feel that your requests have not been resolved in accordance with the law. More information can be found at the following address: <http://www.dataprotection.ro/?page=contact>

### **VALIDITY OF THE NOTIFICATION OF CONFIDENTIALITY**

This version of the Notification is effective from May 2018 and will update if new legal requirements arise.