

Data protection information for our employees

Information on the collection of personal data pursuant to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR - DS-GVO) by German companies within the HARTING technology group (referred to below as 'HARTING')

1. Who is responsible for processing data and who can I consult?

The responsible party is the company which currently employs you. As the representative of the German companies, HARTING Stiftung & Co. KG has been given the responsibility for data protection. HARTING Stiftung & Co. KG, Marienwerderstraße 3, 32339 Espelkamp

Tel: 05772/ 47-0, E-mail: info@HARTING.com

You can reach our internal data protection coordinator as follows:

Johanna Schwarz, Marienwerderstraße 3, 32339 Espelkamp

Tel: 05772/ 47-7640, E-mail: datasecurity_de@HARTING.com

You can reach our external data protection officer as follows:

Jhcon.de, Dipl.-Ing. Jörg Hagen, Königsstraße 50a, 30175 Hannover

Tel: +49 5108 9090112, E-mail: info@jhcon.de

2. What sources and data do we use?

We process your personal data that we received during your recruitment process and implementation of the current employment relationship with you.

Specifically, the following data is processed:

- contract master data and accounting data
- personnel management data
- patent application and defense data, incl. home addresses
- planning data
- data on hours worked
- IT usage data
- application documents
- data recorded by our video monitoring equipment

3. Why do we process your data - purpose of the processing activities - and what is the legal basis for this?

At HARTING, your personal data is processed essentially in connection with your employment relationship with Personnel Management. The legal basis for this is provided by Art. 88 GDPR / § 26 German Data Protection Act (*BDSG*). This includes processing the personal data of applicants. Furthermore, we process data necessary for the handling of our own secure business operations and for conducting business relations with our suppliers and customers in the justified interests of HARTING, weighed against your personal rights. This is why as a rule only names and business contact details (e.g. business e-mail address or address of the company) are used. The legal basis for this is provided by Art. 6 para 1 f GDPR.

As part of the company sports programme ("fit@HARTING"), we process your data for the purpose of carrying out sports offers on a voluntary basis in accordance with Art. 6 Para. 1 a DS-GVO. The passing on of the necessary data for the purpose of legal insurance obligations is carried out in accordance with art. 6 para. 1 c DS-GVO.

In the context of patent applications in which you are listed as a party (e.g. inventor), we process your data for the necessary notification, maintenance and defense of the patents and payment of the agreed remuneration on the basis of Art. 6 (1) c DS-GVO in conjunction with the respective local patent application regulations.

Data recorded by the video monitoring equipment is processed, firstly, as evidence that safe production processes are being maintained and, secondly, to prevent, to document and shed light on any actions relevant to criminal law that may occur. The legal basis for this is provided by Art. 6 para 1 f GDPR.

Other rules for the secure handling of your personal data are currently settled and will also be settled in the future by (Group) company agreements.

In implementation of the status of an authorized economic operator (AEO) according to Article 76 Customs Code (Regulation (EEC) No. 2913/92) and Article 253 et seq. Zollkodex-DVO (VO (EWG) No. 2454/93) and/or in fulfillment of the EU counter-terrorism regulations (EG 881/2002 and

2580/2001), random checks are carried out at irregular intervals to determine whether you are considered a terrorist suspect.

4. Who receives your data?

We do not forward your data to unauthorised third parties.

However, data will be passed to the extent necessary, in particular within the scope of the purposes mentioned in section 3 above, to the following parties:

- public offices (e.g. social insurance agencies, trade associations, tax authorities)
- finance companies (financial institutions)
- insurance companies (e.g. 'capital-forming benefits')
- national and international patent offices
- contractual partners as suppliers or for customer work orders
- external service providers pursuant to Art. 28 GDPR in connection with processing a work Order.
- work council

5. Is your data communicated to a third country or international organisations?

We do not plan as a rule to communicate your data to a third country or international organisations, unless, as part of your employment relationship, a journey abroad or temporary deployment in a HARTING company outside Europe is required. A transfer to a third country or international organizations may also be necessary in the case of patent applications.

6. How long do we store your data?

Your personal data is deleted after expiry of the statutory retention periods arising, for example, from the German Civil Code (*BGB*), the German Commercial Code (*HGB*) and the Inland Revenue Code (*AO*).

If your personal data is not covered by these Codes, it will be deleted when the purpose for storing it no longer applies.

Data recorded by video monitoring equipment will be deleted no later than 72 hours after recording. Required data in connection with patent applications or defenses are stored permanently due to e.g. continuing payment claims even beyond the death of an inventor.

7. What general data protection rights do you have?

With regard to HARTING, you have the right to receive information on the personal data which concerns you and which we process (Art. 15 GDPR). Furthermore, you have the right to correction (Art. 16 GDPR) and deletion (Art. 17 GDPR) of the data and/or restrictions on processing the data (Art. 18 GDPR, e.g. by a temporary block on access to the data by other users) and the right to data transferability (Art. 20 GDPR, i.e. the option to have the data provided in a digital format).

In addition, pursuant to Art. 77 GDPR, you have the right of complaint to the relevant data protection regulatory authority. For this, please consult the respective national data protection and freedom of information officer(s).

8. What rights of objection do you have?

If you have consented to your data being processed (Art. 6 para 1a or Art. 9 para 2a GDPR), you have the right to withdraw this consent at any time.

Furthermore, you have the right to object to the processing, pursuant to Art. 21 GDPR, of your personal data which is being processed on the basis of a justified interest.

If you lodge an objection, HARTING will stop processing your personal data. This does not apply if we can prove that for the data processing there are compelling reasons warranting protection (e.g. for the assertion, exercise or defence of legal rights) which outweigh your interests, rights and freedoms.

For matters of this kind, please use the above contact details for HARTING Stiftung & Co. KG or consult the named data protection coordinator.

9. Stepstone Connect

When using the "Stepstone Connect" service, there is a joint controllership between HARTING and StepStone Deutschland GmbH (Stepstone), Völklinger Straße 1, 40219 Düsseldorf, Germany, for the feedback of application status information (e.g. "Application delivered," "Shortlisted") is a joint responsibility ("Joint Control") between HARTING and StepStone Deutschland GmbH (Stepstone),

Völklinger Straße 1, 40219 Düsseldorf, service@stepstone.de, Tel. +49 211 93493 5802, Art. 26 GDPR. Both HARTING and Stepstone can be contacted regarding Stepstone Connect.

We use "Stepstone Connect" for applications via Stepstone. The application data you enter on stepstone.de is transferred directly to our applicant management system via an interface. The legal basis for this is Section 26 (1) BDSG in conjunction with Art. 6 para. 1 lit. b GDPR (implementation of pre-contractual measures) and, if applicable, your consent (Art. 6 para. 1 lit. a GDPR), provided that you voluntarily provide us with additional information or agree to longer storage (e.g., talent pool).

Status information about your application is automatically transferred from our Recruiting Management back to Stepstone so that Stepstone can display it in your candidate account. HARTING and Stepstone are jointly responsible for this transfer and display (Art. 26 GDPR). HARTING is responsible in particular for the accuracy and timeliness of the status information; Stepstone is responsible in particular for the operation of the platform and the display in your user account.

Stepstone also processes your data on its own responsibility based on the terms of use between Stepstone and you and the Stepstone privacy policy (<https://www.stepstone.de/e-recruiting/rechtliches/datenschutzerklärung/>).

StepStone (as independent or joint controller for the display of application status information) – for applications via Stepstone Connect.

Insofar as processing takes place in connection with Stepstone Connect, any transfer to third countries by Stepstone is governed by its privacy policy. We ourselves do not transfer applicant data to third countries within the framework of Stepstone Connect, unless this is necessary in individual cases (e.g., positions to be filled internationally).

Within the scope of joint controllership pursuant to Art. 26 GDPR, you can assert your rights against both HARTING and StepStone. For concerns regarding your StepStone user account, please contact StepStone (service@stepstone.de) in the first instance.

Core elements of joint responsibility with StepStone:

Purpose: To increase transparency in the application process by displaying application status information in the applicants' StepStone user accounts.

Jointly processed data: Identification data of the applicant(s), job reference, status and time stamp of the application. Technical decisions (selection/rejection) will continue to be made in our applicant management system.

Roles/responsibilities: HARTING maintains the status information and transmits it; Stepstone operates the platform and displays the information.

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