



Information on data processing for applicants

Data Protection
2022



Information according to Art. 13 General Data Protection Regulation for applicants

Compliance with data protection regulations is of great importance to our company.

We would like to inform you of the following:

Data controller:

Solarisgroup,
Cuvrystraße 53, 10997 Berlin,
is responsible for data collection
and processing.

The data that we require is as follows:

During the application process, we process your data that we need as part of the application. This can be contact details, all data related to the application (curriculum vitae, certificates, qualifications, answers to questions, etc.) and, if applicable, bank account data (to reimburse travel expenses). The legal basis for this is based on Section 26 of the Federal Data Protection Act.

Our company uses a referral program where internal or external employees can recruit new employees. For this purpose they collect personal data such as the CV of the candidate and then enter the data into our recruiting software.

The person who made the referral will have access to the information stored in the system pertaining to (curriculum vitae, contact details, cover letter, etc.) as well as information relating to the status of the application of the prospect/candidate being referred.

Data deletion:

If no legal retention period exists, the data will be deleted as soon as storage is no longer required or the legitimate interest in storage of this data has lapsed.

If you have not been hired, this will usually be the case no later than six months after completion of the application process.

In individual cases, individual data may be stored for a longer period (e.g. travel expense reports). The duration of the storage then depends on the legal retention requirements, for example from the Tax Code (6 years) or the Commercial Code (10 years).

If you have not been hired but your application is still of interest to us, we will ask you whether we may keep your application on file for future open positions.

Confidential handling of your data:

Your data will of course be handled confidentially and will not be transmitted to third parties.

If necessary, we use service providers that are subject to directives who support us, for example, in the areas of platform hosting, EDP or the archiving and destruction of documents and with whom separate contracts for order processing have been concluded.

The servers of some of the service providers used by Solaris are located in the US and other countries outside the European Union. Companies in these countries are subject to a data protection law that does not generally protect personal data to the same extent as is the case in the member states of the European Union. If your data is processed in a country that does not have a recognised high level of data protection like the European Union, Solaris uses contractual regulations or other recognised instruments to ensure that your personal data is adequately protected.



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We would like to inform you of the following:

Your data protection rights are as follows:

As an affected party, you have the right to obtain information about your personal data and to have incorrect data corrected or deleted if one of the reasons stated in Art. 17 GDPR applies, for example if the data is no longer required for the purposes pursued. Furthermore, there is a right to limitation of processing if one of the prerequisites stated in Art. 18 GDPR applies and the right to data transferability in the cases described in Art. 20 GDPR.

Any affected party has the right of appeal to a supervisory authority if he or she considers that the processing of his or her data is in violation of data protection laws. The right of appeal may be exercised in particular before a supervisory authority in the member state of residence or place of employment of the affected person or the place of alleged violation.

You also have the right to contact our data protection officer(s) at any time; they are obliged to maintain secrecy regarding your request. The contact details of the data protection department are the following:

Data protection department at Solaris:

dataprotection@solarisgroup.com

Points of Contact:

Eleonora Bianchi

Data Protection Officer

E-mail: Eleonora.Bianchi@solarisgroup.com

Solaris AG, Cuvrystraße 53, 10997 Berlin.

Sabrina Rudorf

Deputy Data Protection Officer

E-mail: Sabrina.Rudorf@solarisgroup.com

Solaris AG, Cuvrystraße 53, 10997 Berlin.

More information is available on request.