

## **Privacy Statement**

### **(for non-Hungarian residence traveling to Hungary)**

#### **I. Who are we?**

During the recruitment process, Organica Technológiák Zrt. (hereafter “the **Company**”) your personal information will be processed in accordance with this Privacy Statement and the applicable privacy regulation and laws. This Privacy Statement contains all the information you need about your rights and obligations and explains how, why and in what cases we collect and process your personal information.

We use personal information for recruiting.

#### **Company availability:**

Company name: Organica Technológiák Zrt.

Mailing address 1094 Budapest, Tűzoltó utca 59.

Seat: 1094 Budapest, Tűzoltó utca 59.

Registration number: 01-10-140994

Telephone: 06 30 348 2147

Email: [job.hungary@organicawater.com](mailto:job.hungary@organicawater.com)

Representatives: Attila György Bodnár

#### **No data protection officer has been appointed at the Company.**

You have applied to a job published by the Company. You have sent us your application material (CV, motivation letter, etc.) for the job. During the recruitment process, the Company has decided to have a personal interview with you. For this reason, the Company invited you to Hungary. The Company pays the travel expenses and assists you with the visa application.

The Company uses the personal data you provide for the purpose of organizing travel, allocation and visa.

Data to be provided:

- name
- date and place of birth
- mothers name
- passport /ID number
- address
- copy of ID/passport
- email address / phone number

- and other data for visa applications (if necessary)

**If you do not provide these data we are unable to organize your travel, thus we will not be able have an interview.**

#### Duration of data processing

Unless the application is withdrawn, the Company stores your data until the relevant migration and tax laws prescribe it.

#### Access

The personal data you provide may only be accessed by the Company's managing director, the HR Manager, or the head of the department affected by the application (manager, other heads of department). These persons must keep the information confidential in accordance with the internal rules and procedures in force at the Company at all times. The Company does not use any other data processor during the application procedure.

The Company does not base its decisions on automated decision-making.

## **II. Your rights**

You have the right to access and request information about any personal data the Company processes in connection with you as follows:

- What personal information do we have about you?
- Purpose of processing
- The categories of personal data concerned
- People whose personal data is / has been disclosed
- How long do we intend to process your personal data?
- If the data is not directly obtained from you, information about the source of the data

If you believe that any of our data is incomplete or inaccurate, you have the right to demand that we rectify and / or complete the data and we undertake to update or correct it as soon as possible unless we have a valid reason for this the opposite of which you will be notified.

You have the right to request the erasure or restricted processing of your personal data under the data protection laws, to object to the direct marketing we send you, and to obtain information about the automated decision-making mechanism we use.

If you contact us in connection with any of the above rights, we may ask you to verify your personal data before fulfilling your request; to verify that your data is protected and secure.

### **III. Sharing and communicating your Personal Data**

None of your personal data will be shared or disclosed without your consent, except for the purposes specified in this Privacy Statement or as required by law. The Company uses travel agencies for whom it may transfer your personal data. The Company may transfer your personal data to the Immigration Office in case of visa application.

### **IV. Principle of accuracy**

If during the data processing period any changes or modifications occur in the data processed by the Company, please notify us immediately at the above contact information.

### **V. Complaint procedure**

The Company processes your personal data only in accordance with this Privacy Statement and the applicable data protection law. However, if you wish to complain about the processing of your personal data or are otherwise dissatisfied with how your data is processed, you have the right to complain to the supervisory authority.

National Authority for Data Protection and Freedom of Information (seat: 1055 Budapest, Falk Miksa utca 9-11.; telephone: +36-1-391-1400; e-mail: [ugyfelszolgalat@naih.hu](mailto:ugyfelszolgalat@naih.hu))

Judicial recourse: Adjudicating data protection disputes falls within the jurisdiction of the tribunals. The lawsuit may also be initiated before the tribunal of the domicile or place of residence of the person concerned, according to his choice.

I read the above information and I consent the Company to process my personal data.

Date:

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Signature