DATA PROTECTION INFORMATION FOR APPLICANTS

This data protection information relates to the processing of personal data of applicants during the application process by the MM Group, in particular by means of the global application portal. We process your personal data in accordance with all provisions of data protection law, whereby the legal basis for data processing also results from the respective law of the country to which the controller is subject. The terms used in this document include all genders equally. All persons may feel addressed in the same way by the contents of this document.

1. CONTROLLER AND DATA PROTECTION OFFICER

1.1 Controller

MM Service GmbH, Brahmsplatz 6, 1040 Vienna, Austria, can be reached at +43 (0)1 501 36 – 0 and www.mm.group, operates the group-wide application portal for all companies in the MM Group and is therefore for its part a data processor within the meaning of Article 4 (8) of the General Data Protection Regulation (GDPR) and other national legal bases.

The MM Group company advertising the specific vacancy remains responsible for the processing of your personal data. This company receives your applicant data to decide regarding the selection of candidates. It is an independent data controller within the meaning of Article 4 (7) GDPR and other national legal bases in connection with the processing of your applicant data.

In special cases, the data processing may result in a joint controllership, as regulated in Article 26 GDPR and in other national legal bases. You have the option of deciding for yourself whether you want to share your application data only with the advertising company, or also with other affiliates of MM Group, or whether you want to send an unsolicited application. Your personal data and application documents will then be shared with all entities of MM Group so that we can find the perfect job for you and offer it to you.

This data protection information relates to the data processing carried out in connection with the application process by the aforementioned companies of the MM Group (also “we” or “us”).

1.2 Data Privacy Officer

You can reach the Group Data Privacy Officer at:

privacy@mm.group

2. PURPOSES AND LEGAL BASIS OF PROCESSING

We process your data for the following purposes and on the basis of the following provisions, whereby the legal basis for data processing also results in particular from the respective law of the member state to which the controller is subject.

2.1 Provision of the application portal

In order to operate the application portal on our website, technically necessary data is processed. This includes, for example, IP address, browser type, location, browser language, operating system, referring and exiting pages as well as URLs, error logs and other similar information, in particular cookies. If you use the application portal, we process this required data. We have a legitimate interest in processing your personal data in the course of the technical provision of the application portal, otherwise the application process cannot be offered in digital form.

The legal basis for this is based in particular on Article 6 (1) (f) GDPR and on the applicable national legal basis.

2.2 Application process and communication

We process your personal data in order to be able to carry out specific application procedures. This includes not only those personal data that serve the communication with the applicant and the appointment management, but also in particular those that serve the analysis of the information and the selection of the optimal candidates. We have a legitimate interest in processing your personal data in the course of the recruitment process, otherwise no adequate decision can be made regarding the suitability of candidates for a particular position. We process the data you have provided for the purpose of carrying out the application process, i.e. also on the basis of the necessity of fulfilling pre-contractual measures that take place in response to your application. As a global company, this also takes place across locations if this is necessary to carry out the application process, otherwise only with your consent. In addition, we are subject to legal obligations, which is why certain personal data must be requested or processed by us as part of the application process. You will not be asked to disclose special categories of personal data (sensitive data such as racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health or sexual orientation). If we become aware of such sensitive data through your own efforts, for example by mentioning it in your resume or cover letter, this will be deemed to be your consent to the processing of this special category of personal data. In individual cases, processing is therefore also based on your consent, whereby the decision as to whether you provide us with this non-mandatory personal data is always voluntary. However, in connection with staffing some

special positions, it may be absolutely necessary for us to collect health data. This is done in order to fulfill the obligations imposed on us by labor law or social security and social protection law. In addition, we may process data on actions or omissions that are punishable by law or by administrative authorities, in particular also on suspicion of the commission of criminal acts, as well as on criminal convictions or preventive measures, as they can be seen, for example, in criminal records. We have a sufficient interest in staffing certain positions exclusively to of good standing applicants.

The legal bases for this are based in particular on Article 6 (1) (a), (b), (c) and (f) GDPR, Article 9 (2) (a) and (b) GDPR and Article 10 (1) in conjunction with Article 6 (1) GDPR, as well as on the other applicable national legal bases.

It is intended to further process the personal data collected in the course of the application process in the event of employment to the extent necessary for the administration of the employment relationship. The processing of the personal data provided by you in the application process after acceptance into an employment relationship is in our legitimate interest.

If the data processing activity is based on your consent, you can revoke this consent at any time with effect for the future. If there is no other legal basis for data processing, we will no longer process your personal data.

2.3 Talent database

We may include you to our global talent database to consider you for potentially interesting positions in the future. Your data will therefore be kept longer and made available to our recruiters according to certain criteria. However, this will only happen with your express consent, which we will obtain from you during the process. You can revoke this at any time.

The legal bases for this are based in particular on Article 6 (1) (a) or Article 9 (2) (a) GDPR, as well as on the other applicable national legal bases.

2.4 Social/business media platforms

We may synchronize our database and job profiles with social and business media portals (e.g. LinkedIn). However, your personal data stored on these platforms will only be processed by us if you have made them publicly accessible. We have a legitimate interest in including your publicly accessible personal data in the application process in order to be able to make a comprehensive decision regarding your suitability for the advertised position. In these cases, we will additionally inform you about the source and categories of the personal data.

The legal basis for this is based in particular on Article 6 (1) (f) GDPR and on the applicable national legal basis.

3. RECIPIENTS / CATEGORIES OF RECIPIENTS

As a matter of principle, your personal data will not be transferred to third parties unless this is done in connection with the fulfillment of the stated purposes or is required by law. Transfers to service providers are not only in our interest, but mostly also in yours, because this serves the best possible execution of the application process. Of course, only suitable providers are selected for this purpose and sufficient data protection precautions are taken. If such recipients are processors under data protection law, processor agreements have been concluded. Processors are, for example according to Article 4 (7) GDPR, natural or legal persons, authorities, institutions or other bodies that process your personal data on our behalf.

3.1 Service provider

For technical support, IT service providers may receive your personal data, for example to carry out communications, video interviews and in connection with the technical provision of the application portal. In particular, we also use the services of web hosting providers to provide our website. In addition, we also pass on your personal data to selected companies or professional groups in individual cases for the purposes of consulting services, auditing assignments or legal support. This is in our overriding interest because it serves the best possible selection of the most suitable candidates or legal defense. Of course, only suitable service providers are selected for this purpose and sufficient data protection precautions are taken.

3.2 Public bodies

Under certain circumstances, we are required by law or in the course of official or procedural proceedings to transmit your personal data to public authorities, courts or social security institutions.

3.3 Group companies

The MM Group is a globally operating company. For this reason, certain applicant data may shared with other companies of the MM Group, if this is necessary for staffing a position. This is in our overriding interest. If the transfer is not necessary for the purpose of filling a position, you can decide for yourself whether you wish to share your data with other Group companies or not.

4. TRANSMISSION TO BODIES OUTSIDE THE EUROPEAN ECONOMIC AREA (EEA)

The MM Group is a globally acting group, so that your personal data may have to be transferred to third countries that do not have an adequate level of data protection according to European data protection law. The receiving parties may be Group companies as well as third parties. In individual cases, your data may therefore be transferred to bodies outside the

EEA if this is necessary for staffing a position or for the application process, in particular for global functions or positions in Group companies from non-EEA countries. If there is no adequacy decision by the European Commission for the country of the recipient, we use binding EU standard contractual clauses to ensure an adequate level of data protection or appropriate data protection guarantees and to protect your personal data adequately.

5. DURATION OF RETENTION

As a matter of principle, we store your personal data only for as long as is necessary to fulfill the stated purposes. If the data processing is based on your consent, the data will be stored until this consent is revoked, but at the longest for as long as it is required to achieve the specific purpose. If the processing of your personal data is based on a legal obligation, we will only process your data as long as it is required in accordance with this obligation. Personal data that we process for the purpose of fulfilling a contract or carrying out pre-contractual measures will be deleted by us upon termination of the contractual or pre-contractual relationship. However, if we need your data to assert, exercise or defend legal claims, the storage period is governed by the statutory limitation periods. Your personal data will therefore continue to be processed for evidentiary purposes even after the application process has ended, in particular in order to be able to defend against claims arising from equal treatment law.

Your applicant data will be deleted no later than seven months after the end of the application process, unless you have consented to further storage (e.g. talent database).

Data of accepted applicants or future employees will be stored for the purpose of the employment relationship until its termination. However, this does not include personal data on actions or omissions that are punishable by law or by administrative authorities, in particular also on suspicion of the commission of criminal acts, as well as on criminal convictions or preventive measures, as they can be seen, for example, in criminal records.These will be deleted immediately after the transition to an employment relationship.

6. SOURCE OF DATA

We may also receive personal data about you from third-party sources, such as recruiters, social and business media portals, government sources, business partners, companies that we acquire or seek to acquire or combine with our company, data providers and other publicly available sources. In this context, in particular your master data as well as data on education, work experience, knowledge, etc. will be processed. If your data is provided by third parties without your prior knowledge, we will inform you about the source and categories of the data received.

7. AUTOMATED INDIVIDUAL DECISION-MAKING/PROFILING

In selected application processes, the system proposes a pre-selection of suitable candidates through an automated analysis and categorization of the applicants. However, exclusively our recruiting staff make further evaluation and the final decision, which is why there is no exclusively automated decision-making based on your personal data.

8. RIGHTS OF DATA SUBJECTS

We try to make it as easy as possible for you to exercise your rights. Therefore, please always let us know in which form you would like to receive requested information. If you do not specify a request, we will respond to your request in the same form as your inquiry. As a rule, you will receive feedback within one month. This period may be extended by further two months if this is necessary, taking into account the complexity and number of requests. In such cases, we will notify you of any extension of the deadline within one month of receiving your request, together with the reasons for the delay. In the case of obviously unfounded or excessive requests, we are entitled to charge an appropriate fee or to refuse your request.

To exercise your rights, please contact the Group Data Privacy Officer and provide sufficient proof of your identity. If there is reasonable doubt about your identity, such as in the case of telephone inquiries, we reserve the right for data protection reasons to request additional information necessary to confirm your identity. In such cases, we may request a legible copy of one of your signed identification documents (passport, ID card, driver's license, etc.), which must also be signed by your own hand in the case of serious doubts. In such cases, please black out personal information that we do not need to identify you. Alternatively, you can always identify yourself using a qualified electronic signature (citizen card/mobile phone signature).

You have the following rights with regard to the processing of your personal data:

8.1 Right of access

You have the right to know whether we process personal data relating to you. If we process personal data relating to you, you will receive information about this specific data. However, the right to information may not affect the rights and freedoms of other persons. Please refer to this information sheet for all other information relevant to the processing of your personal data, such as the legal basis, the purposes or the duration of the processing.

8.2 Right to rectification

You have the right to request that we correct your personal data if it is incorrect, inaccurate or incomplete. The right to rectification also includes the right to completion through supplementary explanations or notifications. If we have disclosed or transferred data affected by this to other recipients, we will inform them of the correction made. An exception exists for those cases in which this proves to be impossible or involves a disproportionate effort. If this is the case, we will inform you about these recipients upon request.

8.3 Right to erasure

You have the right to request that we delete your personal data ("right to be forgotten") if the personal data is no longer necessary for the purposes for which it was collected or otherwise processed or if it was processed unlawfully. However, this will only be the case if there is no further reason to retain the data. If you revoke your consent on which the processing was based and there is no other legal basis for the processing, your data will also be deleted. Deletion will also take place if you object to the processing and there are no overriding legitimate grounds for further processing. Your personal data will also be deleted if this is necessary to comply with a legal obligation under Union or Member State law. If we have disclosed or transferred data to other recipients, we will inform them of the deletion. If the controller has made your personal data public and is obliged to erase it, the controller will take reasonable measures, including technical measures, having regard to the available technology and the cost of implementation, to inform other data controllers who process your personal data that you require them to erase all links to your personal data or copies or replications of your personal data. An exception exists only for those cases in which this proves impossible or involves a disproportionate effort. Should this be the case, we will inform you of these recipients upon request.

8.4 Right to restriction of processing

You have the right to restrict the processing of your personal data. The restriction of processing is only possible in those cases in which the accuracy of your personal data is disputed, and for a period that allows the controller to verify the accuracy of your personal data. It is also possible if the processing is unlawful and you refuse to erase the personal data and instead request the restriction of the use of the personal data. The same applies if the controller no longer needs your personal data for the purposes of processing, but you need it for the assertion, exercise or defense of legal claims or have objected to the processing as long as it has not yet been determined whether the legitimate grounds of the controller override your interests. If processing has been restricted, the controller will only process your personal data, apart from storing them, with your consent and for the establishment, exercise or defense of legal claims, for the protection of the rights of another natural or legal person or for reasons of important public interest of the Union or a Member State. If we have disclosed or transferred data to other recipients, we will inform them of the restriction. An exception exists for those cases in which this proves to be impossible or involves a disproportionate effort. If this is the case, we will inform you about these recipients upon request. If you have obtained a restriction of processing, you will be informed by us before the restriction is lifted.

8.5 Right to data portability

You have the right to request that the personal data concerning you be handed over in a structured, common and machine-readable data format. The right to data transfer also includes the right to transfer the data to another responsible party. As far as technically possible, we will therefore transfer your personal data directly to a responsible person to be named by you at your request. However, the right to data portability only exists for data provided by you and requires that the processing is based on your consent or for the performance of a contract and is carried out using automated processes. However, the right to data portability may not affect the rights and freedoms of other persons.

8.6 Right to withdraw your consent

If the processing is based on your consent, you do not have the right to object by law, but you have the right to revoke your consent at any time with effect for the future, so that you can achieve a result comparable to the objection.

8.7 Right to object

In the case of processing of personal data for the performance of tasks in the public interest or for the performance of legitimate interests of the controller, you may object to the processing of personal data relating to you at any time with effect for the future on grounds relating to your particular situation. The controller will then no longer process your personal data unless it can demonstrate compelling legitimate grounds for the processing that override your interests, rights and freedoms. Further processing is also possible in those cases in which the processing serves the assertion, exercise or defense of legal claims of the controller. In the case of data processing for direct marketing, you may object to the processing at any time, even if the above reasons do not apply.

8.8 Right to lodge a complaint with the competent supervisory authority

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint

with a supervisory authority (data protection authority), in particular in the Member State of your residence, place of work or the place of the alleged infringement, if you consider that the processing of personal data relating to you infringes these legal requirements.

9. NECESSITY OF DATA PROVISION / CONSEQUENCES OF NON-PROVISION

There is no obligation to provide your personal data, although we cannot complete the aforementioned application process without this personal data. Therefore, the collection, storage and other processing of individual personal data is based on a factual necessity, whereas the decision regarding the application is always at your sole discretion.

10. ADDENDUM FOR APPLICANTS FROM THE UNITED STATES

If you are a resident of the United States, the terms of the United States Addendum also apply to the processing of your personal data.

UNITED STATES ADDENDUM

This United States Addendum ("Addendum") supplements the DATA PROTECTION INFORMATION FOR APPLICANTS (the "Notice") and applies to residents of the Unites States.

1. PERSONAL DATA PROCESSED

We may process the below types of personal data on connection with the portal.

Information you provide:

1.1 Contact Information, such as name, email address, phone number, and postal address.

1.2 Resume Information, such as qualifications, skills, employment or education history, or other resume information.

1.3 Reference Information, such as name and contact details of your references or others you refer to us to speak about your application.

1.4 Social Media Information, for example if you provide us a link to or other access to a social media account, we may collect or access any information you permit to be shared through or from your social media account and other information depending on the social media platform.

1.5 Compensation Information that you voluntarily provide and which may depend on your region and applicable laws and regulations.

1.6 Background Check Information, subject to applicable law.

1.7 Other Qualification Information such as information about your personality, competency, ability and suitability for a position.

1.8 Survey Information from surveys we or our third parties conduct in connection with our recruiting activities.

1.9 Sensitive Information that you voluntarily provide at your sole election such as gender identity, religious or political affiliation, sexual orientation, age, language, abilities/disabilities, veteran status, race, ethnicity, other defining characteristics or as defined by applicable law.

1.10 Visual and auditory information such as your image and voice collected in connection with video-conferencing software.

You are responsible for the personal data you provide or make available to us in connection with your application. All personal data you provide must be truthful, accurate and not misleading in any way. You may not provide information that is obscene, defamatory, infringing, malicious, or that violates any law. If you provide personal data of a third party (such as a reference) you are responsible for providing any notices and obtaining any consents necessary for us to collect and use such personal information as described in the Notice.

Information we collect through automated means:

When you use the portal, we collect and analyze information via temporary cookies, such as your IP address, browser types, location, browser language, operating system, referring and exit pages and URLs, error logs, and other similar information.

Information we obtain from third parties:

We may receive personal data about you from third-party sources such as recruiting firms, social media companies, government sources, business partners, companies that we acquire or seek to acquire or combine with our business, data providers, and other publicly available sources.

2. PURPOSES OF PROCESSING

In addition to the purposes described in Section 2 of the Notice, we may also process personal data to conduct background checks and verify the information you provide, process your onboarding if you are hired, and comply with applicable labor and employment laws.

We may process Sensitive Data as set forth above to develop and foster a diverse and inclusive workforce and/or to monitor any of our equal opportunity or diversity programs. Unless explicitly required in a job application, no such sensitive information is required and it will not be used to evaluate your suitability for a position. If you have a disability and would like us

to consider any accommodation, you may disclose or provide that information during the recruiting process.

Aggregate/Deidentified Data

We may aggregate and/or deidentify any information collected through the portal so that the information can no longer be linked to you or your device. We may use the aggregated and/or deidentified information for any purpose.

3. RECIPIENTS

In addition to the recipients in Section 3 of the Notice, we may also share your personal data with background check providers as well as other companies in the course of a corporate transaction, such as if we buy, merge, or partner with other companies. In such transactions (including in contemplation of such transactions), information of applicants may be among the transferred assets. If a portion or all of our assets are sold or transferred to a third-party, your personal data may be one of the transferred business assets. If such transfer is subject to additional mandatory restrictions under applicable laws, we will comply with such restrictions.

We may also share your personal data where you provide consent.

4. SECURITY

We take technical and organizational security measures to protect the information provided to us in connection with the portal or our recruiting activities from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. The safety and security of your personal data also depends on you. Where we have given you (or where you have chosen) a password for access to certain parts of our portal, you are responsible for keeping this password confidential. Do not share your password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we use measures to protect your personal data, we cannot guarantee the security of your personal data transmitted to our portal or otherwise provided to us. Any transmission of personal data is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on our portal.

5. CHILDREN'S PRIVACY

The portal is intended for general audiences and not for children under the age of 18. If we become aware that we have inadvertently collected or received personal data from children under the age of 18 without valid parental consent, we will take reasonable steps to delete it as soon as possible. We do not knowingly process data of children under the age of 18 without parental consent.

6. THIRD PARTY WEBSITES AND APPLICATIONS

Our portal may provide links to third-party websites or applications ("Third-Party Sites"). Such Third-Party Sites are outside our control and not covered by this Notice. We are not liable for any information, content, products, services, software, or other materials available on or through Third-Party Sites. The use of a Third-Party Site or any information or other content found on Third-Party Sites is subject to and governed by the terms and conditions of such Third-Party Sites. We encourage you to review the privacy notices posted on such Third-Party Sites.

Third-Party Sites may include video conferencing software services we provide in connection with our application processes. Personal data processed by such Third-Party Sites may include the data set forth in Section 1 of this Addendum. Please see Section 2 of this Addendum regarding requests for accommodation.

We will retain a copy of recorded videos as set forth in Section 5 of the Notice. We reserve the right to use any recorded videos or related information in accordance with the Notice, including to disclose such information with law enforcement.

7. CHANGES TO THE NOTICE

We reserve the right to amend the Notice at any time to reflect changes in the law, our data collection and use practices, our portal, or advances in technology. We will make the revised Notice accessible through the portal, so you should review the Notice periodically. The "Last Updated" date included at the end of this Notice will indicate when it was last updated. By continuing to access the portal, you are confirming you have read and understand the latest version of the Notice.

8. MISCELLANEOUS

This Notice is governed by the laws of the state of Delaware, USA. You irrevocably and unconditionally submit to the jurisdiction of the courts of Wilmington, USA for the purpose of any suit, action or other proceeding arising out of or based upon the Notice. If you have questions regarding this United States Addendum or the Notice, please contact us as set forth in Section 1 of the Notice.