



## **Privacy Statement for Your Application to Continental**

Below, we wish to inform you about the processing of your personal data as part of the application process and the rights you have under the provisions of the European Union's General Data Protection Regulation (GDPR) and in the Philippines, the Republic Act No. 10173, otherwise known as the "Data Privacy Act of 2012" (DPA). If a particular country has special statutory regulations governing the processing of personal data, they take precedence over the provisions of GDPR mentioned above. Any such special statutory regulations are found here.

Personal data that you send to us will be processed by <Insert Continental PH name here>, including Continental AG (hereinafter collectively referred to as "Continental") for the purposes stated below. If required to fulfill those purposes, the data may be shared with affiliated companies as defined by Sections 15 et seq. of the *Aktiengesetz* (AktG – German Stock Corporation Act) and in accordance with Continental's Binding Corporate Rules.

### **Definitions**

Legislators require personal data to be processed lawfully, fairly, and in a transparent manner for the data subject ("lawfulness, fairness, and transparency"). To ensure that, we are providing you with definitions of the individual terms that are also used in this Privacy Statement:

### **Personal data**

"Personal data" means any information relating to an identified or identifiable natural person (hereinafter: "data subject"). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location, online identifier, or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.

Further, under the Philippine setting, the term "Personal Data" shall include Personal Information, Sensitive Personal Information, and Privileged Information, as defined under the DPA.

### **Processing**

"Processing" means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation, or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure, or destruction.

## **Restriction of processing**

“Restriction of processing” means the marking of stored personal data with the aim of limiting its processing in the future.

## **Profiling**

“Profiling” means any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to a natural person, in particular to analyze or predict aspects concerning that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behavior, location, or movements.

## **Pseudonymization**

“Pseudonymization” means the processing of personal data in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organizational measures to ensure that the personal data is not attributed to an identified or identifiable natural person.

## **Filing system**

A “filing system” means any structured set of personal data that is accessible according to specific criteria, whether centralized, decentralized or dispersed on a functional or geographical basis.

## **Controller**

“Controller” means the natural or legal person, public authority, agency, or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data. Where the purposes and means of such processing are determined by Union or Member State law, the controller or the specific criteria for the controller's appointment may be provided for by Union or Member State law.

Under Philippine setting, this term "Controller" shall have the same meaning as the term "Personal Information Controller" under the DPA.

## **Processors**

“Processor” means a natural or legal person, public authority, agency, or other body that processes personal data on behalf of the controller.

Under Philippine setting, this term "Processor" shall have the same meaning as the term "Personal Information Processor" under the DPA.

## **Recipient**

“Recipient” means a natural or legal person, public authority, agency, or another body to which the personal data is disclosed, whether a third party or not. However, public authorities, which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law, shall not be regarded as recipients. The processing of that data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

## **Third party**

“Third party” means a natural or legal person, public authority, agency, or body other than the data subject, controller, processor, and persons who, under the direct authority of the controller or processor, are authorized to process personal data.

## **Consent**

“Consent” of the data subject means any freely given, specific, informed, and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.

## **Controller**

The controller as defined by the GDPR and the DPA– i.e. the person or entity responsible for processing your personal data – is named below:

Continental Temic Electronics (Phils.), Inc.- No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines

CAC Philippines, Inc.- No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines

Continental Electronic Technologies Philippines, Inc.- No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines

Temic Automotive (Phils.), Inc.- Continental Temic Building, Bagsakan Road, FTI Estate, Taguig City

Continental Global Business Services Manila, Inc. - 9th Flr., Six/NEO Bldg., 5th Ave. cor. 26th St., Bonifacio Global City, Taguig City 1635

## **Contact information for the data protection officer**

You can contact our data protection officer as follows:

Continental Temic Electronics (Phils.), Inc.

Attn: Data Protection Officer

No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines

Email:

CAC Philippines, Inc.  
Attn: Data Protection Officer  
No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines  
Email:

Continental Electronic Technologies Philippines, Inc.  
Attn: Data Protection Officer  
No. 16 Ring Road LISP2-SEZ, Brgy. La Mesa, Calamba City, Laguna, Philippines  
Email:

Temic Automotive (Phils.), Inc.  
Attn: Data Protection Officer  
Continental Temic Building, Bagsakan Road, FTI Estate, Taguig City  
Email:

Continental Global Business Services Manila, Inc.  
Attn: Data Protection Officer  
9th Flr., Six/NEO Bldg., 5th Ave. cor. 26th St., Bonifacio Global City, Taguig City 1635  
Email: [te\\_lq\\_mg\\_gbs\\_manila\\_dpo@continental.com](mailto:te_lq_mg_gbs_manila_dpo@continental.com)

## Categories of personal data

As part of the application process, we process the following categories of personal information:

- Master data (e.g. last name, first name, home address, date of birth)
- Log data from using the portal (e.g. IP address)
- Performance assessments (e.g. letters of reference)
- Information on schools you attended and jobs you have held
- Communications data (e.g. e-mail address, telephone number)
- Visual and audio recordings (e.g. resume photo)
- Job-related data (e.g. employee number for internal applications)
- Documents submitted by the applicant
- Payment information (e.g. bank account number for reimbursement of expenses)

This list is not exhaustive and may vary depending on the job requirements and the documents submitted by the applicant.

Under certain circumstances, we may process special categories of personal data in accordance with Art. 9 (1) of the GDPR, for example data concerning your health, trade union membership, or religious affiliation.

## Purposes and Legal Basis for Processing as Part of the Application Process

Data processing aids conducting of the application process, particularly when establishing an employment relationship. The legal basis for it is Art. 6 (1b) of the GDPR in conjunction with Section 26 (1), sentence 1 of the *Bundesdatenschutzgesetz* (BDSG – German Federal Data Protection Act) or corresponding national legislation.

If special categories of personal data are involved, this occurs on the basis of Art. 9 (2b) of the GDPR in conjunction with the corresponding national legislation. In some instances, processing may take place for the purpose of preventive medicine, occupational medicine, or for the assessment of the working capacity of the employee. The legal basis for such cases is Art. 9 (2h) of the GDPR.

Under Philippine setting, lawful processing of personal data is governed by Chapter III of the DPA.

### **Notification Feature**

The application platform affords you the option of activating the notification feature regarding your application(s) so that you may be informed of their current status, via text message, for instance, and/or reminded of scheduled appointments. The legal basis for processing in those cases is Art. 6 (1a) of the GDPR. By activating the service, you declare your consent to processing. You may withdraw your consent at any time. In particular, the feature can be deactivated anytime.

Under Philippine setting, lawful nprocessing of personal data is governed by Chapter III of the DPA.

### **Talent Pool**

As part of the application process, you may also decide to allow your application to be considered for future positions as well as permit us to contact you in the event of vacancies in the future. The legal basis for processing in those cases is Art. 6 (1a) of the GDPR. You may withdraw your consent at any time.

Under Philippine setting, lawful processing of personal data is governed by Chapter III of the DPA.

### **Duration of Storage**

We delete your personal data automatically, including the applicant profile, after 12 months, after completing the application process.

If you are registered for the talent pool, we keep your personal data until the withdrawal of your consent. You can delete your profile at any time.

### **Recipients of Your Personal Data**

Within Continental (Section 15 of the German Stock Corporation Act), we will share your personal data only if doing so is necessary to fulfill the purpose outlined herein, particularly for the purpose of accepting and processing your application.

Furthermore, we use service providers to perform our duties (referred to as “processors”). Whenever personal data is transferred to processors, this is always done in accordance with applicable data protection regulations. In particular, we and our processors have concluded an agreement concerning data processing on our behalf.

Outside the European Union (EU) and the European Economic Area (EEA), we transfer personal data exclusively to those third countries for which the European Commission has

verified an adequate level of protection or for which other appropriate data protection guarantees (e.g. binding corporate data protection rules or EU standard contractual clauses) are in place or legal facts permit transmission. Furthermore – to the extent permitted by applicable data protection laws – other precautions (e.g. encryption and additional contractual provisions) will be taken to ensure an appropriate level of protection for your personal data.

Additional information about the Continental Corporation's binding internal data protection rules can be found by following the [link](#).

You can access the EU standard contractual clauses in the EU's languages at the following URL:

<https://eur-lex.europa.eu/legal-content/de/TXT/?uri=CELEX%3A32021D0914>

## **Your Rights Concerning Your Personal Data**

Please note that, as the data subject, you have the following rights with regard to the processing of your personal data in accordance with the GDPR:

### **Right to withdraw consent**

If processing of personal data is based on consent that has been given, you have the right to withdraw that consent at any time. The withdrawal of consent will not affect the lawfulness of processing based on consent prior to its withdrawal.

**You may contact us any time to exercise your right to withdraw consent.**

### **Right to information**

You can request information about whether your personal data is being processed. If you do so, you may request further information – in particular, regarding the purposes of processing, the categories of personal data being processed, the recipients, the period of storage, or, if that is not possible, the criteria for determining the period of storage, as well as additional details. You can request a copy of your personal data. If your request is submitted by e-mail, a copy will be provided to you in a commonly used electronic format unless doing so violates the rights of freedoms of other individuals.

You may contact us at any time to make such a request using the contact information provided above.

### **Right to Access**

You may request reasonable access to the data you have provided to Continental during working hours. However, it must be formally done by submitting a formal request to the Controller, with proper authorization, if it will be done through a representative.

## **Right to rectification**

You may request that we rectify inaccurate personal data concerning you or that we complete incomplete personal data without undue delay. However, please note that we are unable to subsequently correct recordings; we can only delete them.

## **Right to erasure**

You may request the erasure (deletion) of your personal data without undue delay. We will store your personal data only as long as required by the purpose indicated or as long as statutory retention periods apply. Once the purpose is fulfilled or your personal data is no longer required for data processing, we will delete it.

Aside from that, we are permitted to process your personal data for a different purpose, provided we comply with statutory regulations. Examples include the establishment, exercise, or defense of legal claims. This purpose applies only as long as the periods of limitations allow the establishment of legal claims.

## **Right to restrict processing**

You may restrict processing of your personal data, particularly in the following circumstances:

- You contest the accuracy thereof, and the accuracy of the data is to be verified.
- The processing is unlawful, and you oppose erasure of the data.
- The data is no longer needed by us, but you require the data for the establishment, exercise, or defense of legal claims.
- You have objected to processing.

If you restrict processing, your personal data may only be stored and, in particular, processed only with your consent or for the establishment, exercise, or defense of legal claims.

## **Right to data portability**

Upon receiving your request, we will transfer your data to a different controller – if technically feasible. However, you have this right only if data processing is based on your consent or is necessary for the performance of a contract. Instead of receiving a copy of your data, you may request that we transfer the data directly to a different controller specified by you.

## **Right to object**

You may object to the processing of your personal data concerning you if the processing is based on a legitimate interest (Article 6 (1), sentence 1f, of the GDPR). The data will then no longer be processed unless compelling grounds can be demonstrated for processing. Please address your objection to our data protection officer; the contact details can be found above.

You may contact us at any time to make such a request using the contact information provided above.

## **Right to lodge a complaint with a data protection authority**

Without prejudice to any other administrative or judicial remedy, you also have the right to lodge a complaint with a supervisory authority – in particular, in the Member State of their

habitual residence, place of work, or place of the alleged infringement if the data subject considers that the processing of personal data relating to them infringes the GDPR.

In the Philippines, you may do so by lodging your complaint before the National Privacy Commission.

### **Right to effective judicial remedy**

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority pursuant to Article 77 of the GDPR if you consider that your rights under the GDPR have been infringed as a result of the processing of your personal data in non-compliance with the GDPR.

### **Right to damages**

You will be indemnified for any damages you may sustain due to inaccurate, incomplete, outdated, false, unlawfully obtained, or unauthorized use of your personal data, taking into account any violation of your rights and freedoms as a data subject. However, sufficient evidence must be shown to support any claim for damages and must be with inexcusable fault or negligence on the part of Continental.

### **Annex: Sub-Processors**

- SmartRecruiters Inc (SPOLKA AKCYJNA) Oddzial w Polsce, Poland
- SmartRecruiters EURL, France
- SmartRecruiters Ltd. , UK
- Amazon Web Services EMEA Sàrl, Luxembourg (hosting location AWS Germany)
- Textkernel BV, Netherlands
- MailJet SAS, France (exchange of e-mail messages with candidates)