



## CONSENT FORM AND INFORMATION NOTE FOR THE COLLECTION AND PROCESSING OF PERSONAL DATA IN THE RECRUITMENT PROCESS

As part of any recruitment process, **ONE UNITED PROPERTIES S.A.** ( the “**Company**”, “**us**”, the “**Controller**”) collects and processes personal data relating to candidates as further detailed („**Candidate Data**”). The Company is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. This Consent Form and Information Note for the Collection and Processing of Personal Data in the Recruitment Process are aimed at informing you of how and why your personal data will be used, namely for the purposes of the recruitment exercise, and how long it will be retained for. It provides you with certain information that must be provided to you pursuant to the General Data Protection Regulation ((EU) 2016/679) („**GDPR**”).

All information we ask from you is provided by you on a voluntary basis; if you choose not to provide the information that we seek during the recruitment process we may not be able to continue the recruitment process within the Company.

### 1. Controller's identity and contact data

The data controller is **ONE UNITED PROPERTIES S.A.**, having its headquarters in Bucharest, 20 Maxim Gorki Street, District 1, registered with the Bucharest Trade Registry under no. J40/21705/2007, having Sole Registration Code 22767862, (EUID): ROONRC.J40/21705/2007, having subscribed and fully paid-up share capital of RON 759,530,863, phone number +40 312 251 1000, email [investors@one.ro](mailto:investors@one.ro).

### 2. Candidate data

In connection with your application, we will process (including by collecting, using, making available on the Company's website, storing etc.) the following categories of personal data obtained from you, your named referees, and publicly accessible sources:

- a) **Identification data**, such as name, surname, date and place of birth, gender, marital status, family details, nationality/ citizenship, signature, photos (e.g. from the identity documents or social media), data from the identity card/ passport (e.g. number, series, validity);
- b) **Contact data**, such as telephone/ fax number (personal, office), address, e-mail address, social media contact details, actual workplace address;
- c) **Professional data**, such as job title(s) and name of current / past workplace(s), CV and the information contained therein such as educational and work experience, employment history, professional memberships, educational achievements, diplomas, transcripts, languages;
- d) **Data related to the recruitment process**, such as the information on evaluation results, correspondence via e-mails, telephone calls and letters, appeals etc.;
- e) **Data generated by us** as part of the activities we perform, such as profiling based on the interaction with you or your referees or information resulting from reputation checks;
- f) **Other personal data** such as photographs, voice, video recordings or other recordings associated with attendance at recruitment events hosted by us (as the case may be), data from



social networks and publicly available online sources, any personal data provided to us about you by your referees (if applicable);

**g) Other data similar** to the broad categories mentioned above.

### **3. Purposes**

- 3.1. The Candidate Data is processed for the purpose of assessing the suitability, eligibility, and qualification for a position in the Risk and Audit Committee of the Company. This includes, without limitation, identifying and evaluating you for the role, contacting you, appraising your suitability for the role, deciding whether to conclude the mandate agreement with you, conducting background or reference checks, maintaining records in relation to the recruitment process, analyzing the hiring process and outcome, comply with legal or regulatory requirements as well as other legitimate human resources and business management purposes.
- 3.2. We also use your data for purposes concerning (i) IT management infrastructure, (ii) video monitoring and security, (iii) legal and procedural compliance, (iv) legal protection of the Company.

### **4. Legal basis for processing**

- 4.1. The legal basis for processing Candidate Data is your express consent given herein (in accordance with article 6, paragraph 1, letter a) and article 9 paragraph (2) letter a) of the GDPR).
- 4.2. You can withdraw your consent at any time by contacting the Company. Withdrawal of consent does not affect the legality of data processing carried out prior to withdrawal. Withdrawing the GDPR consent before 8 April 2024, 23:59 PM (Romanian time), represents withdrawing the candidate proposal to be a member of the Risk and Audit Committee. Withdrawing the GDPR consent after 8 April 2024, 23:59 PM (Romanian time), will lead to the deletion of the candidate presentation made public on the Company's website.
- 4.3. For the successful candidates, after the recruitment, the Candidate Data will be processed based on the agreement concluded with the Company (article 6, paragraph 1, letter b) of the GDPR) and otherwise in connection with the information note that will be provided to you.
- 4.4. Processing for the purposes indicated at point 3 above takes place based on the Company's legitimate interests, including legitimate interest to secure the management of the IT infrastructure, to ensure the security of the Company's assets and personnel, to protect the Company's rights and interests, to pursue various opportunities or needs aimed at the restructuring or reorganization of the Company's patrimony.

### **5. Retention period**

- 5.1. We will process and keep the Candidate Data as long as your recruitment process is ongoing and further:
  - 5.1.1. for successful candidates: if you succeed in your application, we will keep and process the Candidate Data according to our data protection policies that will be communicated upon/ after confirmation of your application.
  - 5.1.2. unsuccessful candidates: if you are unsuccessful in your application, we will remove your Candidate Data within a reasonable amount of time after the position has been occupied,



but no longer than the general statute of limitation of 3 years from the date of giving your consent. In case you withdraw consent, Candidate Data may be removed after consent withdrawal, except for data which may be needed further for example for the purposes referred to in point 3 above in which case they will be generally retained for the general statute of limitation of 3 years.

## 6. Automated decision-making

In relation to the Candidate Data, we do not implement profiling or decision-making systems producing legal effects concerning you or similarly significantly affecting you, based solely on automated processing (i.e. without human intervention).

## 7. Recipients of Candidate Data

For the fulfillment of the above-mentioned purposes, some of your Candidate Data will be made available to the public, by being posted on the Company's website, based on your consent below.

Also, in some cases, it may be necessary to transfer personal data to other entities, such as public authorities, service providers and contractual partners of the Controller, for example, to entities providing technical and administrative support services (e.g. servicing of IT systems and software) or entities providing legal or fiscal advice.

## 8. International Data Transfers

No international transfer of Candidate Data to countries outside the European Union or the European Economic Area is envisaged. If we need to transfer personal data to these countries, we will take steps to make sure your personal data is protected and safeguarded, in accordance with GDPR.

## 9. Your rights

Under certain circumstances, you have the following rights recognized by law: the right to access, right to rectify personal data; right to restrict the use of personal data; right to request that personal data is erased; right to object to processing of personal data; right to personal data portability; right to lodge a complaint with a supervisory authority; right to withdraw your consent.

If you would like to exercise any of these rights, or you have any other complaints or requests please contact us using the details provided at the item 1 above.

## 10. Our Privacy policy

More details in relation on how we process personal data may be found in our Privacy policy available at <https://www.one.ro/ro/confidentialitate/>.

## 11. Candidate Consent

I hereby give my express consent to the processing of my Candidate Data, including sensitive / special data by the Controller in the conditions specified herein. I acknowledge that the Controller shall archive this Consent Form for the purpose of fulfilling the Controller's statutory obligation to be able to demonstrate that my consent to the processing has been obtained. I hereby give my express consent for the publication on the Controller's website of my personal data including my name, locality of residence, professional qualification, capacity as shareholder, and this consent form and information note for the collection and processing of personal data in the recruitment process.



Name \_\_\_\_\_ Signature \_\_\_\_\_

Data \_\_\_ / \_\_\_ / \_\_\_\_\_