

CONTENTS OF THE CONSENT TO PROCESSING OF MY PERSONAL DATA

1. The controller of personal data to which I am giving my consent to process my personal data is:

PPF a. s. (PPF joint stock company), a company incorporated and existing under laws of the Czech Republic, ID No: 25099345, seated in Evropská street 2690/17, Postal Code 160 00, Prague 6, the Czech Republic (hereinafter “the Controller”).

Contact details of the Controller: PPF – Human Resources Department, tel: +420 224 174 500, fax: +420 224 174 610, address: Evropská street 2690/17, Postal Code 160 00, Prague 6, the Czech Republic, e-mail: recruitment@ppf.cz, www.ppf.eu.

The Controller’s obligations in the area of personal data processing follow from:

- I. Act No. 101/2000 Collection of Acts of the Czech Republic, on Personal Data Protection and on amendment to other acts, as amended, effective in the Czech Republic, and, thereafter, from an act which will replace the said Act No. 101/2000 (hereinafter “PDPA”), and
 - II. effective as of 25 May 2018, “Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)”. This regulation no. 2016/679 is hereinafter referred to as “General Data Protection Regulation” or “GDPR”.
- ## 2. Specification of my personal data to which I am giving my consent to processing:

(hereinafter collectively “my personal data” only).

I have been informed that under:

I was informed that the Controller and the below in paragraph 7 defined Group Entities reject to being provided with such a personal data.

I confirm that I have not revealed any of the types of personal data stated above either in my curriculum vitae or in any other documents I have provided to the Controller or the below defined Group Entities in paragraph 7. In case I have provided any of the types of personal data stated above, I agree that the Controller or the below defined Group Entities in paragraph 7 may delete this type of personal data that employers are not entitled to demand and collect.

- I. all my personal data I have indicated in my curriculum vitae and in other documents I have provided the Controller and/or Group Entities (as the Group Entities are defined below in paragraph 7) with, and
- II. my other personal data I have revealed or I will in any other way reveal to the Controller and to Group

obtained, motivation letters, references from third persons, and

- III. information when I have revealed my personal data to the Controller by putting them into the Controller's IT system,
- IV. information during the course of recruitment and selection processes held by the Controller/Group Entities - i. e. (plus information under points 1,2,3 hereinabove) - (i) whether and when I was a participant in the recruitment and selection processes, and what company held the process, (ii) information released by me regarding previous occupations, education achieved, work qualification and skills, (iii) my salary and working conditions expectations/requirements, (iv) whether I was assessed a fitting candidate for the respective working position or not, (v) whether and when I have entered into a labor relationship with the Controller/Group Entity or not, (vi) when my labor relationship has ended (if in the course of the probation period),
- V. if there was a recruitment agency involved in the recruitment and selection processes held by the Controller/Group Entity, and I was in the contact with that agency, also (plus information under points 1,2,3,4 hereinabove) (i) information about me released by the recruitment agency, e. g. so called "candidate's report", (ii) additional information released by the recruitment agency, (iii) name and contact information regarding the recruitment agency,
- VI. if I was placed on the working position after recommendation of the recruitment agency, also (i) date of start of work and identification of my employer, (ii) my basic gross monthly salary, (iii) when my labor relationship has ended if it happened in the course of the guarantee period agreed between the employer and the recruitment agency,
- VII. if I transferred my personal data abroad (outside the Czech Republic) with the intention to be involved in the recruitment and selection processes for foreign employer, also (i) information that I gave my consent to the transfer of my personal data to a potential foreign employer, (ii) date of my consent,
- VIII. if I released contact details to a reference person, also (i) contact detail of that reference person, and (ii) information/reference about me released by the reference person
- IX. the Employment Act effective in the Czech Republic, an employer (when selecting employees), may not request information concerning their nationality, racial or ethnic origin, political convictions, trades union membership, religion, philosophical opinions, sexual orientation, unless this is in accordance with a special legal regulation, nor any information that conflicts with good morals or personal details that are not related to fulfilling the obligations of an employer as set forth in a special legal regulation,
- X. the Labor Code effective in the Czech Republic, an employer may not request information from its employees which are not related to the fulfillment of work and to the employment relationship, including, but not limited to, information on pregnancy, family and property status, sexual orientation, trades union membership, membership in political parties, membership in church or religion entity, criminal records, unless otherwise provided by law.

3. The term for which I am giving my consent to processing of my personal data:

4 or 6 years after the day of giving my consent (depending on variant I have chosen by clicking in electronic form) – hereinafter the "Agreed Term".

4. Purposes of processing of my personal data I am giving my consent to:

in general: recruitment of employees for the Controller and for the Group Entities defined in

- I. **making a decision of the Controller/Group Entity whether I will be a participant to an ongoing selection and recruitment process** (i. e. to selection and recruitment process started immediately prior to or after the day of giving this consent) for a respective work position within the Controller or Group Entities, and making a decision whether the Controller or a Group Entity will enter into employment or other similar relationship with me or not,
 - II. **storing my personal data** by the Controller for the whole of the Agreed Term,
 - III. **revealing and transferring my personal data to Group Entities during the Agreed Term**, should the Group Entities (during the Agreed Term) seek for job applicants for work positions which are suitable for me because of my professional profile, and for decision making of the Group Entities whether I will be allowed to be a participant in the respective selection and recruitment processes to such work position and whether the Group Entity will enter into employment or other similar relationship with me or not,
 - IV. **decision making by the Controller/Group Entity, whether I will be (at any time during the Agreed Term) made a participant to any future selection and recruitment process(es)** for a work position within the Controller and/or the Group Entity, and for making decision whether the Controller or the Group Entity will enter into an employment or other similar relationship with me or not,
 - V. **offering me** (any time during the Agreed Term) by the Controller/Group Entity **an opportunity to take part in a selection and recruitment process** for a vacant work position within the Controller/Group Entity,
 - VI. **offering me** (any time during the Agreed Term) by the Controller/Group Entity **an opportunity for an educational working stay, practical training while studying etc.** at the Controller/Group Entity and making a decision whether the Controller or the Group Entity will enter into an appropriate legal relationship with me or with my provider of education or not,
 - VII. **and, further:**
 - VIII. **for the purpose of sending regular notice to my e-mail address** in approximately six months' period regarding (i) possibility/requirement to up-date my personal data, and/or (ii) actual vacancies in the PPF group companies; this applies to my e-mail address only,
 - IX. **for the purpose of settlement of a contractual fee to the recruitment agency which recommended me to work on the working position.** This applies only if I started to work on the working position after recommendation of the recruitment agency that I was in the contact with. In such a case, the following My personal data can be revealed to such a recruitment agency: (α) date of start of work and identification of my employer, (β) my basic gross monthly salary, (γ) when my labor relationship has ended if it happened in the course of the guarantee period agreed between the employer and the recruitment agency,
 - X. **for the purpose of classifying me into a group of job applicants seeking work in PPF group companies with similar characteristics**, under criteria (α) employer who held a selection and recruitment process for a vacant work position I took part in, (β) my profession or branch I would like to work in or into which I belong taking into account My personal data stored at the database,
 - XI. **to enable full-text search in the database** in which My personal data will be stored.
5. **The way of processing of my personal data I am giving my consent to:**
- My personal data may be processed in both electronic and written form at the discretion of the Controller. I agree with storing my personal data in the Controller's database containing information regarding job applicants and applicants for educational working stay, practical training while studying etc. at the Controller/Group Entity.
 - I know that the below defined Group Entities and the Processor (as the terms "Group Entities" and the "Processor" are defined in clauses 6 and 7) will have access to the above-mentioned database for the whole Agreed Term.
 - I agree that the above-mentioned Controller's database containing my personal data may be placed to third persons and maintained by third persons as the "processors of personal data" and I know that as of

- o. **I agree that my personal data will be transferred to the processors**, which supply or will supply to the Controller an administration and maintenance services on technical and software devices on which my personal data is or will be stored, and, that as of the date hereof the processor is the company **Just IT Pro**, s.r.o., ID No.: 037 50 281, seated at Šlechtitelů street 813/21, Holice, Postal Code 779 00 Olomouc, Czech Republic (hereinafter referred to as the “Processor”).
Duties of the Processor in the area of personal data protection are arising out of the PDPA and, effective as of

[Contact](#)

involved in the recruitment and selection processes held by the Controller/Group Entity, and I was in the contact with that agency, **I agree that My personal data set out in paragraph 2 subparagraph 5 hereof may be shared also with such a recruitment agency.**

7. **I agree that my personal data may be transferred or otherwise revealed to the following entities but only for the purpose stated in paragraph 4 hereinabove:**
- I. companies belonging to the same group of companies as the Controller, especially from PPF group, PPF Real Estate group and Home Credit group, including, but not limited to: Air Bank a.s., PPF banka a.s., Home Credit International a. s., Home Credit a.s., Home Credit Slovakia, a.s., Zonky s. r. o., PPF Real Estate s. r. o., Česká telekomunikační infrastruktura a.s., SOTIO a.s., Accord Research, s. r. o., and to others,
 - II. to entities which are established or managed by a person governing companies set up under (i) hereinabove, i.e. Pomáháme školám k úspěchu, o.p.s., Nadace The Kellner Family Foundation, OPEN GATE - gymnázium a základní škola, s.r.o., and to others.

In case I do not consent to my personal data transfer to any of the above stated entities, I will show my disapproval by clicking the check-box next to the respective entity in the part named “Consent to the processing of personal data for everybody who wants to work in PPF Group”, link “HERE”.

In such a case, my personal data will not be transferred to the disapproved entity.

Companies and entities under points (i) and (ii) hereinabove are collectively referred to as the “Group Entities”, excluding, however, entities I have disapproved by clicking the respective check-box.

8. **I know and I agree that the following persons will have access to my personal data:**
- I. human resources officers who are employees of the Controller or Group Entities,
 - II. superior employees of the Controller or Group Entities to which the vacant job position is or will be subordinated, or the statutory representatives/bodies of the Controller or Group Entity (directors, corporate body members etc.),
 - III. Processor or persons engaged by the Processor, provided that the scope of their activities involves activities in the area of administration and maintenance of technical and software devices on which my personal data is or will be stored,
 - IV. the respective recruitment agency - if there was a recruitment agency involved in the recruitment and selection processes held by the Controller/Group Entity, and I was in the contact with that agency, with respect to My personal data set out in paragraph 2 subparagraph 5,
 - V. agencies specialized for mass e-mail sending if fulfilling the purpose under paragraph 4 subparagraph (vii), with respect to my e-mail address only.

10. **I know that I am not obliged to present my personal data to the Controller and grant this consent to processing of my personal data, i. e. that this is voluntarily and solely upon my own discretion.**
11. I know that in case:
- I. **I will not provide the Controller with such portion of my personal data**, which is necessary to decide whether I am a suitable candidate for a vacant job position within the Controller/Group Entity or whether I am suitable candidate for educational working stay, practical training while studying etc. at the Controller/Group Entity, or
 - II. **I will withdraw my consent to processing of my personal data** (whether in part or in full),
 - III. **I will not be placed in the database** of the Controller containing information on job applicants and applicants for educational working stay, practical training while studying etc. at the Controller/Group Entity, **or I will not be filed in the database anymore**, and, in such a case, the **Controller and the Group Entities will not be able to offer me any vacant job position or working stays and practical trainings while studying etc. at the Controller/Group Entity** in the future selection and recruitment processes.
 - IV. In such a case, my personal data will be used for the purposes of the actual selection and recruitment process I have applied to take part in, and it will be deleted thereafter.
12. **I acknowledge information on security measures with relation to my personal data:**
The Controller and the Processor have adopted appropriate security measures to prevent unauthorized or accidental access to, alteration, destruction or loss of or any other unauthorized processing of my personal data.

There is a “contract on processing of personal data” concluded between the Controller and the Processor stating, inter alia, obligations of the Processor in the area of personal data security.

The Processor has adopted internal rules stating responsibilities in the area of personal data security.

Employees of the Controller, Processor and Group Entities are obliged to keep the personal data confidential.

Access to my personal data is allowed only to the following persons: (i) human resources officers of the Controller or Group Entities,
(ii) superior employees of the Controller and Group Entities to which the vacant job position to be filled after the selection and recruitment process is or will be subordinated, (iii) persons engaged by the Controller and the Processor, provided that scope of their activities involves activities in the area of administration and maintenance of technical and software devices on which my personal data is or will be stored.

The Controller has adopted personal data security rules which are binding for the Group Entities, too.

The Controller has set up binding rules for its employees and for the Group Entities employees regarding access to my personal data and implemented measures that the Group Entities are obliged to comply with to ensure safety and confidentiality of my personal data.

