

## **Data protection notice for the applicant management process at Bosch Group**

### **We want you on our team!**

In this privacy notice, we inform you how your personal data is processed in the applicant management process at Bosch Group (in the following also “Bosch” or “we”/“us”). Additionally, we inform you about your rights under applicable data privacy laws.

### **Bosch respects your privacy**

Protecting your personal data and ensuring the security of all our business data are important concerns for us. We always consider these concerns in our business processes. The personal data collected when you apply online is treated confidentially and strictly in accordance with the statutory provisions.

Data privacy and information security are an integral part of our corporate policy.

### **Data controller**

Bosch Group legal entity to which you submit your application using the application management system is responsible for processing your data. You will find the contact details of the controller in the job advertisement in the application management system.

Robert Bosch Panamá Colón, S.A. - RBPC	Panamá
Robert Bosch Ltda. – RBCO	Colombia
Robert Bosch S.A.C. – RBPE	Peru
Bosch Rexroth S.A.C. – DCPE	Peru
Robert Bosch Sociedad Anónima – Ecuabosch – RBEQ	Ecuador
Robert Bosch S.A. – RBCL	Chile
Bosch Rexroth Chile S.p.A. – DCCL	Chile
Robert Bosch Argentina Industrial S.A. – RBAR	Argentina
Bosch Rexroth S.A.I.C. – DCAR	Argentina
Robert Bosch Uruguay S.A. – RBUY	Uruguay
Robert Bosch Sociedad Anónima – RBPY	Paraguay

### **Data categories processed**

The following are the main categories of personal data processed:

- Master data (e.g. name, date of birth, nationality, place of residence);
- Documents (e.g. references, certificates, résumés);
- Education and training details (e.g. data about school education, university, professional qualification);
- Payment data (e.g. bank account details for travel expenses);
- Organizational data in case of internal applications (e.g. personnel number, cost center, department);
- Communication data (e.g. e-mail address, (mobile) phone number, IT user ID in case of internal applications);
- Audio visual recording in the selection process e.g. for the Junior Managers Program (JMP);
- Log data recorded while using IT systems.

These may also include special categories (e.g. Sensitive data) of personal of local law such as health data or religion or trade union membership.

### **Purposes of processing and legal bases**

We process your personal data in compliance with the Local Data Protection Law, with the national data privacy laws and with any other applicable national laws.

The personal data processing takes place during the applicant management process particularly for the purpose of preparation for an employment relationship with a legal entity of the Bosch Group.

The main legal basis for this purpose is performance of a contract or consent, depending on the country that you are located, except Ecuador and Panama.

Other legal bases are:

- Legitimate interest (Ecuador and Panama): We will always gently balance our legitimate interests in the organization of our business (e.g. HR evaluations like personal controlling, analytical reporting) against your interest in protecting your personal data in accordance with the statutory provisions. In order to carry out the application process efficiently, we match your qualifications with the requirements of the respective position using artificial intelligence and calculate the suitability level from this. Automated decision-making is not associated with this.

Whenever special categories of personal data are processed in conjunction with the respective national data protection law (e.g. health data, religion, or union membership), this processing is carried out on the legal basis in conjunction with the respective national data protection law. Furthermore, it may be necessary to process your health data in order to assess your ability to work in accordance with respective national data protection law.

## Children

This applicant management platform is not meant for children under 18 years of age. Except local legislation.

## Collecting of personal data

As a rule, your personal data is collected directly from you during the hiring process.

The easiest way to apply for a job at Bosch is a direct application for a position advertised on one of our job portals, where you enter your data in the candidate profile created individually for the advertised position. You hereby have the possibility to send us the data by connecting to a social network, by a manual input and/or by using "CV Parsing" (Transferring some data from your CV to our job portal).

We recommend to only upload documents in pdf format. Due to technical reasons other data formats lead to temporary local data copies in order to be displayed.

The data from paper applications is transferred manually to the application system. You receive an email in order for you to activate your manually created application. In this email, we inform you, whether we will send your paper application back or shred it. If you do not activate your application within 30 days, your data is deleted from our application management system and you will not be considered any further in the selection process.

Additionally, you have the possibility to be referred by a Bosch Group employee. For this purpose, you need to give your application documents to this employee, who then uploads it in the application management system. You receive an email with which you can activate your application. If you do not activate your application within 30 days, your data is deleted from our application management system and you will no longer be considered in the selection process. Your application is linked with the employee who uploaded it in the application system. This helps us in identifying that this employee has referred you. Furthermore, this employee can track the status of your application (invitation, rejection etc.) on an overview page but has no access to the details of the application process.

We keep you up to date on the status of your application via e-mail.

Prior to sending your application, you have the possibility to give your consent for allowing your profile to be shared with further hiring managers or recruiters that offer open positions.

During the application process, we will ask you whether we are allowed to forward your application data to other suitable open positions. If applicable, we may also offer you membership in a Bosch applicant community.

Staffing of particularly sensitive job positions may require a further check of your application data and your career path. The result of this check is documented in the application management system. We inform you about such checks in a transparent manner in the framework of our job advertisements. This check takes place taking local legal requirements into consideration and by involving carefully selected service providers.

## Membership in a Bosch Candidate Pool

Bosch Group Germany offers certain target groups the opportunity to register in a Bosch Candidate Pool. Bosch Candidate Pools have the purpose of checking profiles and CVs for placement to a specific open position or to a Bosch Talent Community within our Active Sourcing Tool TalentStation. Recruiters contact the respective candidates by e-mail (e.g. to send out suitable job proposals) or by phone (e.g. to check for professional preferences). Before you become a member of a Bosch Candidate Pool, you consent to the processing of your personal data over a consent form. Your membership is limited to maximum duration of 2 years. After that, your data will be deleted.

You can revoke your consent at any time for the future by contacting the HR IT Support: [caio.ribeiro@br.bosch.com](mailto:caio.ribeiro@br.bosch.com)

## Participation in Bosch recruiting events

Some Bosch locations organize Recruiting-Events in order to win potential candidates for multiple, similar job advertisement. Special event pages on different internet platforms inform about the contents of these events. You may apply for participation in these events by uploading your application in our application system via the link created for this purpose.

## Recipients of your personal data

### - Within a legal entity of the Bosch Group

Only the people involved in the application process (e.g. line managers and associates of the recruiting department, HR associates and associate representatives) have access to your personal data for the purposes mentioned above within the legal entity of the Bosch Group to which you have applied.

### - Other legal entities within the Bosch Group

Other legal entities are data controllers themselves. The above mentioned persons involved in the recruiting process may belong to different companies of the Bosch Group. Therefore, your data may be transferred to the respective persons worldwide within the Bosch Group.

In case of your appointment, your data is transferred from our application management system to our HR-administration systems. In this process, your data may be transferred to a different legal entity and will thereafter be processed as employee data. An exchange of your personal data with other legal entities within the Bosch Group takes place especially in order to fulfill the contracts as well as due to our legitimate interest to organize the internal workflows (e.g. Shared Services, execution of transfers or relocations across legal entities).

### - Recipients outside the Bosch Group

We may disclose your personal data to other data controller only if necessary, for the application, if the third party or we have a legitimate interest in this disclosure, or if you have provided your consent. You will find the details of the legal bases in the section "Purposes of processing and legal bases".

### - Data processors

In addition, we use service providers to fulfill our contractual and legal obligations among other things. Insofar as these service providers process personal data on our behalf, we have concluded the contracts required under the data protection law with them.

We select our service providers carefully and monitor them on a regular basis, especially regarding their diligent handling and protection of the data that they store and process. All service providers are obliged to maintain confidentiality and to comply with the statutory provisions. Service providers may also be other companies of the Bosch Group.

You will find a list of our contractors and service providers (with whom we have a long-term or ongoing business relationship) in *Annex 1*.

### **Transfer to recipients outside your country**

We might transfer personal data recipients outside your country. In such case prior to the transfer, we ensure that either the respective country provides an appropriate level of data protection due to a decision of adequacy by the Local Authority, or due to other appropriate safeguards (e.g. binding corporate rules on data protection or standard contractual clauses), or a legal basis authorises the transfer. You are entitled to receive an overview of third country recipients and a copy of the specifically agreed-provisions securing an appropriate level of data protection. For this purpose, please contact the Controller mentioned above.

### **Duration of storage**

Principally, we store your data for as long as it is necessary for the purposes for which they were collected or processed or for as long as we have a legitimate interest in storing the data. In all other cases, we delete your personal data with the exception of data we are obliged to store for the fulfillment of legal obligations.

After conclusion of the application process (e.g. by rejection from our side or withdrawal from your side) we will delete your personal data in general within 4 months.

### **Cookies**

#### **Categories**

We distinguish between cookies that are mandatorily required for the technical functions of the online service and such cookies and tracking mechanisms that are not mandatorily required for the technical function of the online service.

It is generally possible to use the online service without any cookies that serve non-technical purposes.

#### **- Technically required cookies**

By technically required cookies we mean cookies without those the technical provision of the online service cannot be ensured. These include e.g. cookies that store data to ensure smooth reproduction of video or audio footage. Such cookies will be deleted when you leave the website.

#### **- Marketing cookies and tracking mechanisms**

##### **General**

By using marketing cookies and tracking mechanisms we and our partners are able to show you offerings based on your interests, resulting from an analysis of your user behavior:

##### **- Statistics:**

By using statistical tools, we measure e.g. the number of your page views.

##### **- Conversion tracking:**

Our conversion tracking partners place a cookie on your computer ("conversion cookie") if you accessed our website via an advertisement of the respective partner. Normally these cookies are no longer valid after 30 days. If you visit certain pages of our website and the cookie has not yet expired, we and the relevant conversion partner can recognize that a certain user clicked on the advertisement and thereby was redirected to our website. This can also be done across multiple devices. The information obtained by means of the conversion cookie serves the purpose of compiling conversion statistics and recording the total number of users who clicked on the respective advertisement and were redirected to a website with a conversion tracking tag.

##### **- Social plugins:**

Some of the pages of our online service involve content and services of other providers (e.g. Facebook, Twitter) which also may use cookies and active modules.

##### **- Retargeting:**

These tools create user profiles by means of advertising cookies or third-party advertising cookies so called "web beacons" (invisible graphics that are also called pixels or tracking pixels), or by means of comparable technologies. These are used for interest-based advertising and to control the frequency with which the user looks at certain advertisements. The relevant provider is the controller responsible for the processing of data in connection with the tool. The providers of the tools might disclose information also to third parties for the purposes mentioned above. Please note the data protection notices of the relevant provider in this context.

Please note that using the tools might include transfer of your data to recipients outside of Brazil where there is no adequate level of data protection pursuant to the LOCAL LAW (e.g. the USA). For more details in this respect please refer to the following description of the individual marketing tools:

#### **Google Analytics**

Provider: Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland



Function: Analysis of user behavior (page retrievals, number of visitors and visits, downloads), creation of pseudonymous user profiles based on cross-device information of logged-in Google users (cross-device tracking), enrichment of pseudonymous user data with target group-specific information provided by Google, retargeting, UX testing, conversion tracking and retargeting in conjunction with Google Ads

Google Tag Manager

Provider: Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland

Function: Administration of website tags via a user interface, integration of program codes on our websites

### Security during data processing

We take all the necessary technical and organizational measures to ensure appropriate levels of security and to protect your personal data particularly from the risks of unintended or unlawful destruction, manipulation, loss, alteration, or disclosure to or access by unauthorized third parties. We are constantly trying to improve our security measures and keep them state of the art.

### User rights

To enforce your rights, please use the information in the section "Contact information of the data protection officer". Please make sure that we can unambiguously identify you.

The supervisory authority responsible for the Bosch-Group is:

### ARGENTINA

- Right to information about the processing: Any person may request information from the competent supervisory authority about the existence of data files, records, databases, or banks containing personal data, their purposes, and the identity of those responsible for them. The register kept for this purpose can be consulted publicly, free of charge.
- Right of access: You have the right to obtain confirmation from us as to whether your personal data is being processed or not, and if so, access to your personal data.
- Right to correction and updating: You have the right to challenge the accuracy of personal data and have it corrected.
- Right to erasure: You have the right to request the erasure of your personal data processed with your consent, except in some cases established in the Argentine Data Protection Law No. 25,326, such as when your personal data is essential for our compliance with a legal or regulatory obligation.
- Revocation of consent: If you have given your consent for the processing of your data, you have the right to revoke this consent at any time with effect for the future. The legality of data processing before its withdrawal remains unchanged.
- Right to review of automated decision-making: If the database controller makes decisions based solely on automated data processing that produce harmful legal effects on the data subject or significantly affect them negatively, the data subject has the right to request an explanation from the database controller about the logic applied in that decision, in accordance with Article 15, paragraph 1 of Law No. 25,326.

### CHILE

- Information: The right to demand information about the data related to your person, its origin and recipient, the purpose of storage, and the identification of the individuals or organizations to which the data is regularly transmitted.
- Objection: The right to object to the processing of your data for the purpose of carrying out advertising, market research, and opinion studies.
- Correction: Request the correction of erroneous, inaccurate, or incomplete data.
- Deletion: To demand the erasure of personal data, in case its storage lacks a legal basis or when the retention period has expired.
- Blocking: In situations where the data subject has voluntarily provided their personal data or they are used for commercial communications and do not wish to continue appearing in the respective register, either permanently or temporarily.
- Withdraw consent: Consent can be revoked, although not retroactively, and must also be done in writing.

### COLOMBIA

- Rectification of personal data (against partial, inaccurate, incomplete, fragmented, misleading data, or those whose Treatment is expressly prohibited or has not been authorized)
- Request proof of the authorization (except when expressly excepted as a requirement for data processing)
- Information (upon request, regarding the use that has been given to the personal data)
- Submit complaints to the Superintendence of Industry and Commerce (violations of the provisions of the law)
- Revoke the authorization and/or request the deletion (when the principles, rights and constitutional and legal guarantees are not respected in the data processing).
- Access (personal data that has been subject to data processing).

### ECUADOR

- Information: You have the right to be informed in accordance with the principles of loyalty and transparency by any means about the processing of your data.
- Access: You have the right to know and access all your personal data and information about data processing.
- Rectification: You have the right to rectify and update your inaccurate or incomplete personal data.
- Deletion: You have the right for Bosch to delete your data in situations described in the Law.
- Portability: You have the right to receive your data in a compatible format or to transmit it to other data controllers.
- Objection: You have the right to object to or refuse the processing of your data in the situations described in the Law.
- Suspension of processing: You will have the right to obtain the suspension when the requirements of the Law are met.
- Not to be subject to a decision based solely or partially on automated assessments: You have the right not to be subjected to a decision based on assessments that are the product of automated processes.
- Withdraw consent: You have the right to withdraw your consent.

## PANAMA

- Right to access: You have the right to obtain access to your personal data.
- Right to correction of incomplete, inaccurate, or outdated data: You have the right to challenge the accuracy of personal data and have it corrected.
- Right to blocking or deletion: If your data is unnecessary, excessive, or processed in breach of the provisions of the respective local legislation, you have the right to obtain blocking or deletion.
- Data portability: You can request to receive the data you have provided to us in a structured, commonly used, and machine-readable format, or, if technically feasible, to have that data transferred to a third party.
- Right to erasure: You have the right to request the deletion of your personal data processed with your consent, except in some cases established in the respective local law, such as when your personal data is essential for our compliance with a legal or regulatory obligation.
- Information about consent: When the processing of your personal data is based on your consent, you have the right to be informed about the possibility of denying such consent and the consequences of this denial.
- Withdrawal of consent: If you have given your consent for the processing of your data, you have the right to revoke this consent at any time with effect for the future. The legality of data processing before its withdrawal remains unchanged.

## PERU

- Information: The data subject has the right to be informed in a detailed, simple, express, unequivocal, and prior manner before the collection of their data about the data processing.
- Access - The data subject has the right to obtain information about themselves that is processed in databases, the way their data was collected, the reasons that motivated its collection, and upon request of the person who collected it, as well as the transfers made or planned from them.
- Update, include, rectify, and delete - The data subject has the right to update, include, rectify, and delete their personal data subject to processing when they are partially or totally inaccurate, incomplete, when there is an omission, error, or falsehood, when they are no longer necessary or relevant for the purpose for which they were collected, or when the established period for their processing has elapsed.
- Non-transfer of personal data: The data subject has the right to prevent their personal data from being provided, especially when this affects their fundamental rights.
- Deletion: The right of any natural person to request the deletion of their personal data when they are no longer necessary or relevant for the purposes for which they were collected.
- Objection: The data subject may object to its processing when there are justified and legitimate reasons related to a specific personal situation.
- Objective processing: The data subject has the right not to be subject to a decision that produces legal effects or significantly affects them, based solely on the processing of personal data intended to evaluate certain aspects of their personality or behavior (unless this occurs within the framework of negotiation, conclusion, or execution of a contract).
- File a complaint with the ANPD - If the Controller denies the data subject's request, in whole or in part, to exercise the rights provided for by law, the data subject may appeal to the National Authority for the Protection of Personal Data through a complaint or to the Judiciary for the purposes of the corresponding habeas corpus action.

## URUGUAY

- Information: You have the right to be informed about the processing of your data and if they have been communicated to other entities without your consent (except in cases provided by law).
- Access: You have the right to know and obtain access to all your personal data and information about data processing.
- Rectification and Deletion: You have the right to rectify and update your inaccurate or incomplete personal data.
- Objection and Not to be subject to a decision based solely or partially on automated assessments: You have the right not to be subjected to a decision based on assessments that are the product of automated processes. You have the right to object to or refuse the processing of your data in the situations described in the Law.
- Withdraw consent: You have the right to revoke your consent.



- Not to receive unwanted advertising
- Right to lodge a complaint with the supervisory authority:

You have the right to lodge a complaint with a supervisory authority. You can appeal to the supervisory authority responsible for your place of residence or your state of residence, or to the supervisory authority responsible for us.

#### **ARGENTINA**

The Access to Public Information Agency, in its capacity as the Control Body of the Argentine Data Protection Law No. 25,326, has the authority to address complaints and claims filed by those who are affected in their rights due to non-compliance with the current regulations on the protection of personal data: <https://www.argentina.gob.ar/servicio/consultar-sobre-proteccion-de-datos-personales>

#### **COLOMBIA**

[About the protection of personal data | Superintendence of Industry and Commerce](#)

#### **PANAMA**

Autoridad Nacional de Transparencia y Acceso a la Información ('ANTA'), a la que puede contactar a través del siguiente canal: <https://www.antai.gob.pa/>

#### **PERU**

Autoridad Nacional de Protección de Datos (ANPD)

**Autoridad Nacional de Protección de Datos Personales - ANPD - Plataforma del Estado Peruano ([www.gob.pe](http://www.gob.pe))**

#### **URUGUAY**

Unidad Reguladora y de Control de Datos Personales (URCDP)

Unidad Reguladora y de Control de Datos Personales - GUB.UY ([www.gub.uy](http://www.gub.uy))

#### **Adjustments to the Data Protection Notice**

We reserve the right to adjust our security and data protection measures. In such cases, we will amend our data protection notice accordingly. Please, therefore, notice the current version of our data protection notice in the job advertisement.

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

You can reach our data protection officer under:

Data Protection Officer

Marcos Baldin - Data Security Officer – América Latina

Caixa Postal 954 - CEP 13.065-970, Via Anhanguera, Km 98 Campinas BRASIL

Telefone: +55 (19) 2103 4511

E-Mail: [DBBR@br.bosch.com](mailto:DBBR@br.bosch.com)

To assert your rights please use the following e-mail: [dbbr@br.bosch.com](mailto:dbbr@br.bosch.com).

Should the legal entity to which your request refers not be selectable on the linked page, or to notify a data protection incident please use the following link:

<https://www.bkms-system.net/bosch-dataprotection>

**Annex 1:  
Data Privacy Notice**

<b>Service Provider</b>	<b>Processing</b>
SmartRecruiters GmbH Dircksenstr��e 47 10178 Berlin SmartRecruiters SP. Z o.o. Fabryczna 20, 31-553 Krakow, Poland SmartRecruiters Inc. 225 Bush Street, San Francisco, CA 94104, USA	Provision and development of the cloud platform ("Software as a Service") for the above purposes. Processing of the provided personal data.
Amazon Web Services Inc. 10 Terry Avenue North Seattle, WA 98109-5210, USA	Provision and operation of the technical infrastructure for the Cloud-Platform ("Platform as a Service")
Mailgun Technologies, Inc. 112 East Pecan Street Suite 1135 San Antonio, TX 78205, USA	Processing of the generated email communication between BOSCH and the applicant
Text Kernel BV Nieuwendammerkade 28A17 Amsterdam, Noord-Holland 1022 AB The Netherlands	Provision, operation and further development of the application to import the data from CVs (CV-parsing)
Catalytic Inc. 954 W. Washington BLVD Suite 700 Chicago, IL 60607	Processing of personal data for reimbursement of personal job interview expenses.
Robert Bosch GmbH P.O. Box 30 02 20 70442 Stuttgart, GERMANY	Provision of IT Solutions and sub processors activities.