

	<b>Duty to provide information when managing applications</b>	DS-VVT-03.4
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**Applicant's duty to provide information**  
under Articles 13-14 of the Data Protection Regulation ([GDPR](#))

“Gelbau GmbH & Co KG”, with its head office in Niederkassel (registered under HRB 5489 at the Siegburg District Court), collects and processes your personal data as part of the process for managing applications when applying by e-mail or post. Personal data is all data that relates to you personally, for example, your name, address, email address and telephone number.

<b>Controller:</b>	Gelbau GmbH & Co. KG Tel.: +49 (0) 22 08/94 55-0 E-mail: <a href="mailto:info@gelbau.com">info@gelbau.com</a>
<b>Data Protection Officer:</b>	Ms Jacqueline Rossi Engineering office Peschel GmbH E-mail: <a href="mailto:info@gelbau.com">info@gelbau.com</a>
<b>Purpose:</b>	(1) The data is collected, stored and, if necessary, passed on by us to the extent necessary to process an application that represents an offer to establish a working or training relationship made by a job seeker to an employer based in commerce. This is sent by the applicant to the company by e-mail or by post. The collection, storage and disclosure is therefore carried out for the purpose of pre-contractual measures at the request of the data subject on the basis of Article 6 (1)(1)(b) of the GDPR. Failure to provide such data may result in the applicant not being able to be recruited. <ul style="list-style-type: none"> <li>a. We only transmit personal data to our personnel department, administration team and management.</li> <li>b. Further processing will only take place if you have given your consent or legal permission.</li> </ul> (2) We maintain up-to-date technical measures to ensure the protection of personal data. These are adapted to the current state of the art.
<b>Transfer to third parties:</b>	Personal data will not be passed on to third parties.
<b>Transfer to third countries:</b>	Personal data is not passed on to third countries.
<b>Duration of data storage:</b>	To the extent that we do not process your contact data for operational purposes, we store the collected data in respect of the application until the expiry of a period of 6 months after the application procedure has been completed. After this period has expired, the data collected in relation to the application will be deleted or locked if deletion is not possible.  You can find further information in the data protection declaration <a href="https://www.gelbau.com/en/privacy-policy">https://www.gelbau.com/en/privacy-policy</a> .

<p><b>Your rights:</b></p>	<p>(1) You have the right to request information from us at any time about the personal data we have stored about you (Article 15 of the GDPR). This also concerns the recipients, or categories of recipients, to whom the data is disclosed and the purpose of the data storage. You also have the right to request the rectification of data under the conditions of Article 16 of the GDPR and/or deletion under the conditions of Article 17 of the GDPR and/or restriction of processing under the conditions of Article 18 of the GDPR. Furthermore, you can request the transmission of data at any time under the conditions of Article 20 of the GDPR insofar as the data is still stored by us.</p> <p>(2) In the event of processing personal data for the performance of tasks in the public interest (Article 6 (1)(1)(e) of the GDPR) or for the protection of legitimate interests (Article 6 (1)(1)(f) of the GDPR), you may object to the processing of such personal data relating to you at any time and with effect for the future. In the event of an objection being made, we must refrain from any further processing of your data for the aforementioned purposes, unless</p> <ul style="list-style-type: none"> <li>a. there are compelling legitimate reasons for processing that outweigh your interests, rights and freedoms, or</li> <li>b. the processing is necessary for the assertion, exercise or defence of legal claims.</li> </ul> <p>(3) Under the conditions of Article 21(1) of the GDPR, data processing may be objected to for reasons arising from specific circumstances relating to the data subject.</p>
<p><b>Your consent:</b></p>	<p>If you have consented to the processing of your data (Article 6 (1)(a) or Article 9 (2)(a) of the GDPR) you have the right to revoke your consent at any time.</p> <p>This does not affect the legality of the data processing until the point of revocation.</p> <p>All information requirements, requests for information, revocations or objections to data processing should be addressed by e-mail to our data protection officer.</p>
<p><b>Lodging a complaint with the supervisory authority</b></p>	<p>You have the right to complain to the <a href="#">supervisory authority</a> (Landesbeauftragter für den Datenschutz und für das Recht auf Aktenvernichtung [State Commissioner for Data Protection and the Right to the Destruction of Documents], Kavalleriestrasse 2-4, 40213 Düsseldorf, Germany).</p>