



Privacy Statement

Protection of personal data is of great importance to Eastmen Human Resources B.V. (hereinafter Eastmen). In order to be as open and transparent as possible, this privacy statement has been created. Here you will find information about the processing, storage and distribution of the personal data that you share with us.

Administration of personal data:

Eastmen is the administrator of the personal data you provide us and is responsible, under the General Data Protection Regulation (hereinafter GDPR), for the protection of your personal data.

Eastmen Human Resources B.V.:

Address:	Reactorweg 47 3542 AD Utrecht The Netherlands
Chamber of Commerce number:	01117168
VAT number:	NL8173.84.698.B01
Officer for the protection of data:	Grazziela Bălan
E-mail address:	grazziela@eastmen.eu

Purpose of collecting personal data:

Eastmen's main goal is to act as an intermediary between potential temporary workers and companies looking for workers. Your personal data can therefore be shared with the hirer if it appears that you are suitable for an open vacancy.

Eastmen collects and processes your data for the execution of its HR services, including mediation, temporary staffing, recruitment & selection and personnel and payroll administration.

In addition, Eastmen uses cookies on its websites to optimize their use and to analyze non-identifiable statistics. A cookie is a file that is stored on your computer. These cookies can be recognized the next time you visit our websites. You can read more about this in our cookie statement.

We collect your personal data if you:

- visit our websites;
- fill in your personal details on our websites or sign up in a different way;
- show interest on social media or if we have a justified reason to assume that you would be interested in working through us. In that case, we will approach you to see

- whether you are interested in working through us or if you want to use our services in any different way.

Which personal data do we collect?

We process the personal data necessary to use our services.

This data can be:

- name and address, e-mail address and other contact details;
- curriculum vitae (CV), information about training, internships and work experience;
- data regarding your availability;
- passport photograph.

Storage of personal data:

The personal data that we have collected and processed is stored in our own system. This data is only accessible to Eastmen's employees. This includes the employees who work for Eastmen in the Netherlands, Romania and Hungary.

Sharing personal data:

Under the applicable laws and regulations, personal data can be shared with the hirer. In addition, personal data can be shared with the tax authorities and, if necessary, with other governmental authorities and third parties such as test, training, and / or exam institutes. The sharing of personal data is based on a legitimate interest, your consent and / or a legal obligation.

Your personal data can be shared with and / or stored in our offices in The Netherlands, Romania and Hungary. Eastmen has taken the necessary measures to ensure that the personal data transmitted is protected adequately.

Your personal data will not be used for marketing purposes and will in no case be sold to a third party.

How long do we keep your personal data?

The retention periods depend on the applicable statutory retention periods, any claims or other obligations. Your personal data will not be stored longer than necessary.

Legal basis:

We process personal data solely on the basis of the applicable Dutch laws and regulations and on the basis of the GDPR.

Your rights under the GDPR:

- **Right of access:**
You have the right to request information regarding your personal data at any time. You can do this by sending an e-mail to grazziela@eastmen.eu.

- **Right to data portability:**
You have the right to obtain a copy of your personal data.
- **Right to rectification:**
You have the right to request the correction of your personal data at any time if the data is incorrect or incomplete.
- **Right to erasure:**
You have the right to request the erasure of your personal data at any time, except in the following situations:
 - you have a valid employment contract with Eastmen;
 - you have a debt that has not yet been settled with Eastmen; or
 - you have a legal conflict with Eastmen.
- **Right to object to processing based on a legitimate purpose:**
You have the right to object to the processing of your personal data on the basis of a legitimate purpose. In that case Eastmen will not continue to process your personal data in question unless we can prove a legal basis for the process that weighs heavier than your interests and rights or as a result of legal claims.
- **Right to lodge a complaint with the supervisory authority:**
If you think that Eastmen does not process, store or share your personal data correctly, you can contact us. You can also submit a complaint to the supervisory authority.

Amendments:

Eastmen may, from time to time, make changes or additions to its Privacy Statement for various reasons. The most up-to-date Privacy statement can always be found on our websites.