

NOTICE OF CONFIDENTIALITY

This site is owned and operated by the company HAPPY RECRUITER SRL, with headquarters in Nazna, Str. Mureşului nr. 19, Jud. Mures, registered with the Trade Register under no. J26 /377/2010, CIF RO27016351, hereinafter referred to as Happy Recruiter.

Happy Recruiter, is committed to protecting the privacy of its users and strives to provide a secure user experience. This privacy policy describes how we collect and use personal data collected through the site.

By using this site you agree to the collection, processing and transfer of your data as described in this privacy policy.

If you do not want your information. to be collected, used and transferred as described in this policy, it is necessary to stop using our platform. If you express your option to use data, your account information and profile information will be removed from our database.

The information collected on our sites and applications is stored in the European Union and is subject to Regulation 679/2016.

The information we collect

We collect information about you when you send us your CV through our site. We collect information directly from you, such as

- your contact information, resume, certifications, qualifications and job information.
- Name, address, e-mail address, telephone number and other contact information;
- Your CV or cover letter, previous work experience and / or relevance, or other experiences, education, transcripts, or other information you provide to us in support of an application and / or application and recruitment process;
- Information from interviews and phone conversations you may have, if any;
- Details of the type of job you are looking for, the current and / or desired salary and other terms relating to compensation and benefit packages, relocation desire or other job preferences, and the type of organization you prefer.
- Details regarding how you learned about the position you are applying for.
- Any sensitive and / or demographic information obtained during the application or recruitment process, such as gender, information about your citizenship and / or citizenship, medical or health information, candidate communication and / or data on racial or ethnic origin, religion .
- Reference information and / or information received from substantive verifications (if applicable), including information provided by third parties; and / or letters of recommendation.
- Information on any past record of previous relationships employment.

How we use the information we collect from

Your Information will be used by Happy Recruiter to carry out the selection and recruitment process, which includes: •

Assessing skills, qualifications and interests in career opportunities;

Verify your information and perform benchmarking and / or background checks (if applicable);

Communicating with you. about your recruitment process and / or your application (s), including, if applicable, information about other potential career opportunities at Happy Recruiter;

Creating and / or transmitting reports according to local laws and / or regulations, as appropriate;

Improving the implementation and / or recruiting process of Happy Recruiter, including improving diversity in recruitment practices;

Compliance with applicable laws, regulations, legal processes or governmental applications.

In some situations, we will also use your information to protect the rights and property of Happy Recruiter, the rights of users, candidates, employees, or other interested parties, as required by law.

Following the recruiting application, Happy Recruiter will collect, process and store the information in your Applicant / Candidate file in Happy Recruiter's database.

Who can access your information

Your information can be shared with third-party companies that have the status of customer of **Happy Recruiter and who have contracted recruiting services from Happy Recruiter.**

Happy Recruiter may sometimes be required to disclose your information to third parties such as local authorities, courts and tribunals, regulatory bodies and / or law enforcement agencies to comply with applicable laws and regulations or in response to a legal procedure.

We will also share your personal information with third parties if we have your consent or to detect, prevent or otherwise address fraud, security breaches or technical issues, or to protect us from breach of property rights or violation the safety of Happy Recruiter, users, other candidates, employees and other targeted persons, or in the cases provided by law.

This site uses Google Analytics a web analytics service provided by Google, Inc. ("Google"). Google Analytics uses cookies to help us constantly analyze how users use our site. The information generated by the cookie about the use of the website (including your IP address) will be transmitted and stored by Google on US servers. Google will use this information to evaluate the use of the website, compile reports on website activities for site operators, and provide other services related to the activity of the website and the use of the Internet.

Google may also transfer this information to third parties, if so required by law, or if such third parties process the information on Google's behalf. Google will not associate the IP address with any other data owned by Google.

You may refuse the use of cookies by selecting the appropriate settings in your browser. By using this site, you agree to process the data about you by Google in the manner and for the

purposes outlined above.

An important note about your resume.

When you send us a CV, we store it in our resume database. We can not control the retention, use or confidentiality of CVs that have already been viewed by potential employers in the recruitment process. Once your resume has been revealed, Happy Recruiter can not retrieve it from third parties who have accessed it.

The CV you send us must not contain sensitive data on (i) racial or ethnic origin (ii) political beliefs (iii) philosophical or religious beliefs; (iv) membership of a trade union or political party; (vii) the history of criminal offenses or criminal proceedings and associated sanctions or fines; (viii) committing any illegal or inappropriate behavior and associated sanctions; or (ix) any national identification number.

If your resume or profile contains this information, you agree that it is at your own risk.

Minors

Happy Recruiter is not intended or collects through the site knowingly information from children under the age of 18.

How do we share information with third parties?

We will disclose your personal data only for the purposes of those third parties, as described below. Happy Recruiter SRL will take the necessary steps to ensure that your personal data is processed, secured and transferred in accordance with applicable law.

Clients of the company Happy Recruiter SRL

Taking into account the specific activities of our clients Happy Recruiter will send personal data of candidates in the recruitment process. We will only share or provide customers with the necessary information to fulfill the subject matter of the recruitment contract. This information may be used by them only for the purpose of recruitment, and any other use not permitted under this Agreement.

External service providers

Where necessary, we will instruct other companies and individuals to perform certain tasks that contribute to our services on our behalf. We can, for example, provide personal data to agents, contractors or partners to host our databases, data processing services or send you information that you have requested. We will share or make available to external service providers that information to the extent necessary to process your requests. This information can not be used by them for any other purpose, especially for their purposes or for third parties. External service providers Happy Recruiter SRL are contractually bound to respect the confidentiality of personal data.

Public Bodies

We will only disclose your personal data to public bodies if this is required by law. For example, the Company will respond to requests from law enforcement, law enforcement, regulatory agencies, and other public and official authorities that may include such authorities outside of the country of residence as well.

How long will we keep personal data?

Unless you oppose the processing of our personal data and / or request the deletion of your personal data, the following retention periods apply, in accordance with our data retention policy, to the following categories of personal data:

- We do not store your personal data more than is necessary for the purpose for which we have retained or to comply with a statutory law or requirement
- Recruitment dates: for 36 months / except for claims or complaints or, ultimately, , court actions to be resolved;
- For processing activities for the purpose of promoting the company's services and products, we store the data for a limited period of 12 months.

Your legal rights

As a target person you have specific legal rights with respect to the personal data we collect from you. Happy Recruiter SRL will respect your individual rights and take care of your interests properly.

- **Right to withdraw consent:** You may withdraw your consent to the processing of your personal data at any time.
- **Right to rectification:** You can get from us the rectification of personal data that concerns you. We make reasonable efforts to keep personal data - which is being used continuously and is in our possession or control - accurate, complete, current and relevant, based on the latest information available to us.
- **The Right to Restriction:** You can obtain from us the personal data processing restriction if you:
 - hold true personal data for the period in which we need to verify the accuracy,
 - processing is illegal and request restriction of processing rather than deleting the data personally,
 - we no longer need your personal data, but you request them to find, exercise or defend a right, or
 - you opt out of the processing while we check that our legitimate motives prevail over yours.
- **Right of access:** You can ask us for information about the personal data we hold about you, including information about which categories of personal data we have in our possession or control, what they are used for, where we have them collected if they are not collected directly from you and to whom it has been disclosed, if any. You can get a

free copy from us containing the personal data we have about you. We reserve the right to charge a reasonable fee for each additional specimen you may request.

- **Portability:** Upon request, we will transfer your personal data to another operator, where technically possible, provided the processing is based on your consent or is required for the performance of a contract. Rather than get a copy of your data. You may request that we transfer your data directly to another operator, as specified by you, if technically possible.
- **The right to delete:** you may obtain from us the deletion if:
 - your personal data your personal data is no longer necessary for the purposes for which it was collected or otherwise processed;
 - you have the right to oppose further processing of your personal data (see below) and to exercise this right of objection to processing;
 - personal data has been processed unlawfully;Unless processing is required:
 - to meet a legal obligation that requires us to process;
 - in particular for legal data retention requirements;
 - for the establishment, exercise or defense of a right.
- **Opposition:** You may object - at any time - to the processing of personal data due to your situation. special, provided processing is not based on your consent, but on our legitimate interests or those of a third party. In this case, we will no longer process personal data if we can not demonstrate good, legitimate, and major interest in the processing, or the discovery, exercise or defense of a right. If you oppose the processing, please specify if you want to delete your personal data or the restriction of our processing by us.
- **Right to file a complaint:** In the case of an alleged violation of the privacy law in force, you can file a complaint with the data protection supervisor in the country where you live or where the alleged violation occurred.

Please note:

- **Time period:** We will try to meet the request within 30 days. However, the period may be prolonged for specific reasons relating to the specific legal law or complexity of the request.
- **Restriction of access:** In certain circumstances, we may not be able to grant you access to all or part of your personal data because of legal provisions. If we refuse your access request, we will inform you of the reason for the refusal.
- **Inability to Identify:** In some cases, we may not be able to search for your personal data because of the identification elements provided in your application. In such cases, where

we can not identify you as the person concerned, we are not able to comply with your request to exercise the legal rights as described in this section unless you provide additional information that will allow you to identify yourself.

If you have any blur or dissatisfaction with the way we interact with your personal data, you can write to us at daprof@happyrecruiter.com and our Data Protection Officer will be happy to respond.