

Notice concerning the Processing of Personal Data

Subject: Online Application Form

In accordance with the laws and regulations relating to the processing of personal data including Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27th 2016 on the protection of natural persons with regard to the processing of personal data and to the free movement of such data (GDPR – General Data Protection Regulation), personal data must be treated in a lawful, fair and transparent way.

The purpose of this notice is to convey to the person concerned the information, communications and procedures with regard to the exercise of his rights.

In accordance with articles 12 and 13 of the GDPR, the controller provides the following information:

1. Controller

The controller is the parent company SPACEBEL Ltd., the registered office of which is in 4031 Angleur (Liège), rue des Chasseurs Ardennais 6, registered with the Crossroads Bank for Enterprises (CBE) under number 0435.536.532.

2. Purpose and Legal Basis of the Present Processing

2.1. The processing is instituted for the following purposes:

- Human Resources Management

2.2. The legal basis of the processing is based on:

- article 6, f) of the GDPR - necessary for the legitimate interests pursued by the controller.

The legitimate interests of the controller consist in selecting profiles for vacant positions and establishing a candidate pool.

- article 6, a) of the GDPR – the consent of the worker (mandatory validation before submitting the form).

3. Recipient of Personal Data

The recipient of the processed data is the SPACEBEL staff attached to the SPACEBEL Personnel Department (Administration & Human Resources).

The processed data will be spread internally within the SPACEBEL group (including SPACEBEL Toulouse).

4. Information Necessary to Ensure Fair and Transparent Treatment

- 4.1. Data are kept for up to 3 years after the introduction of the application form.
- 4.2. Anyone whose personal data have been processed has the right to request from the controller access to personal data, rectification or deletion of such data, limitation of the processing of personal data, the right to object to the processing, as well as the right to data portability.
- 4.3. Anyone whose personal data have been processed has the right to lodge a complaint with a supervisory authority.
- 4.4. The requirement for the provision of personal data does not condition the conclusion of a contract. Failure to provide these data will make it impossible to process the candidate's file and to consider his or her application.
- 4.5. If you have any questions about the present treatment, please contact SPACEBEL via e-mail: gdpr@spacebel.be.