

PRIVACY NOTICE

With this privacy policy, we inform you as the data controller in accordance with the requirements of the Swiss Federal Act on Data Protection (FADP) and Regulation (EU) 2016/679 (General Data Protection Regulation - DS-GVO) about the nature, scope and purpose of the processing of personal data in connection with LinkedIn job ads.

This document is a supplement to our website privacy notice, which describes the general processing of personal data on our website and can be found at the following address:

<https://che.sika.com/de/datenschutz.html>

I. GENERAL INFORMATION

1. Name and contact details of the controller

Sika Schweiz AG (hereinafter "We", "Our")
Tüffenwies 16
CH-8048 Zürich

Responsible for the processing of personal data in connection with the LinkedIn services is:

LinkedIn Corporation
Attn: Legal Dept. (Privacy Policy and User Agreement)
1000 W. Maude Avenue
Sunnyvale, CA 94085
USA

Responsible for the processing of personal data of data subjects in the EU/EEA and Switzerland is:

LinkedIn Ireland Unlimited Company
Attn: Legal Dept. (Privacy Policy and User Agreement)
Wilton Plaza
Wilton Place, Dublin 2
Ireland

2. Contact details of the Data Protection Officer

OBSECOM GmbH à Stuttgart, Succursale Suisse de Préverenges
c/o RAin Carolin Alvermann
Chemin Neuf 24
1028 Préverenges (VD)
Telefon: +41 215 881 597
E-Mail: datenschutz@h.sika.com

3. Processing of personal data under joint responsibility with LinkedIn

The processing of page insights for this LinkedIn Page is carried out under joint responsibility with LinkedIn under Article 26 of the GDPR. Information on which of the joint controllers fulfils the obligations under the GDPR regarding the processing of page insights can be found at:

<https://legal.linkedin.com/pages-joint-controller-addendum>

II. INDIVIDUAL PROCESSING ACTIVITIES

For personal data collected by LinkedIn on the LinkedIn website for its own purposes, LinkedIn is responsible for compliance with the obligations under the GDPR, the FADP and the rights of data subjects. Information about your personal data and how it is processed or deleted, how to request a copy of your data and how to object to data processing by LinkedIn can be found in your personal LinkedIn settings at <https://www.linkedin.com/mypreferences/d/categories/privacy>. For more information about LinkedIn's collection, processing, sharing and use of personal data, please see LinkedIn's privacy policy at <https://www.linkedin.com/legal/privacy-policy>.

We have no knowledge of the details of the collection and processing of personal data by LinkedIn. We only access profile information that is publicly available on LinkedIn. You can adjust which information you want to share with the public via your LinkedIn settings. To limit the visibility of your data on the LinkedIn platform, please visit: <https://www.linkedin.com/mypreferences/d/categories/privacy>.

1. LinkedIn job applications

If you apply for a job with us via the LinkedIn recruitment tool, you will be asked to provide your personal data such as name, contact details, CV, and other optional application documents. We use the personal data you provide for the purpose of deciding whether to establish an employment relationship based on your voluntary consent.

Provided you have given your consent, your application documents will also be considered in connection with other suitable vacancies. Our recruitment team will then regularly check whether your profile is suitable for other vacancies and contact you if necessary. If we reject your application but would like to keep the application documents in our pool of prospective candidates for a longer period of up to one year to consider you for future vacancies, we will contact you in advance and ask for your consent. The data will then only be stored with your prior express consent by email or post. The legal basis for these purposes is your voluntarily given consent.

2. LinkedIn communication and contact requests

If you contact us via our LinkedIn page or the LinkedIn chat function, we use your name and the user data provided by the chat function to answer your query. Further personal data may be provided by you on a voluntary basis. We process your personal data for the purpose of contacting you and answering your enquiry based on your voluntarily given consent. All personal data collected in connection with your enquiry will be deleted after your enquiry has been processed, unless storage is necessary for the documentation of other processes (for example, subsequent application).

3. LinkedIn statistics

LinkedIn provides us with anonymous statistics to analyse page visits to our LinkedIn Business page and our job ads. We use these statistics to help us continually improve the content of our site and to measure the success of our marketing efforts and job postings. The legal basis of the data processing is our overriding legitimate interest. Our legitimate interest results from the above-mentioned purposes of data collection.

III. DISCLOSURE AND DELETION

1. Disclosure of personal data

Your data will be viewed by the recruitment team and the department managers for relevant vacancies. To the extent necessary for internal administrative purposes in connection with job

advertisements, we may forward your application documents to other group companies in Switzerland and the European Union. If data transfer to third countries is necessary, you will be informed in advance. The data transfer takes place based on your voluntarily given consent.

We use a web-based recruitment tool provided by a third party provider to manage the recruitment process and to manage personal data. The provider is Infinite Talent, Inc.. Furthermore, we do not share your application documents with third parties or transfer them to third countries.

2. Deletion and restriction of personal data

Unless otherwise provided for in this privacy notice, personal data will be deleted, if these data are no longer necessary in relation to the purposes for which they were collected or otherwise processed, and the deletion does not conflict with statutory retention requirements. In addition, we will erase the personal data processed by us in accordance with Art. 17 GDPR on your request, if the conditions provided therein are met. If personal data are required for other lawful purposes, they will not be erased, but their processing will be restricted in accordance with Art. 18 GDPR. In case of restriction, the data will not be processed for other purposes.

All personal data collected in connection with your application will be stored for a period of 6 months after completion of the application process, considering the objection periods of the relevant anti-discrimination laws, and then deleted, unless storage is necessary for the documentation of other processes (for example, subsequent recruitment). The legal basis for the storage is our legitimate interest to provide evidence in case of lawsuits under the Equal Treatment Act or the necessity for the documentation of other processes.

If you have consented to your data being stored in the recruitment pool but no longer wish it to be, you can email our recruitment team and ask for it to be deleted.

IV. RIGHTS OF DATA SUBJECTS

As a data subject you have the following right:

- Right to access: You have the right to obtain confirmation from Sika as to whether your personal data is being processed and, if so, to request access to the personal data. Access information includes, but is not limited to, the provision of information about the purposes of the processing, the categories of personal data concerned and the recipients or categories of recipients to whom the personal data has been or will be disclosed. However, this is not an absolute right, and the interests of other individuals may limit your right to access. You have the right to obtain a copy of the personal data processed. Your requests are generally free of charge. If your request is manifestly unfounded or excessive, Sika may require you to contribute reasonably to the costs.
- Right to rectification: You have the right to request that Sika rectify inaccurate personal data relating to you. Depending on the purpose of the processing, you may have the right to complete incomplete personal data with a supplementary declaration.
- Right to deletion: You have the right to request Sika to delete your personal data.
- Right to restriction of processing: You have the right to request the restriction of the processing of your personal data. In this case, the relevant data will be marked and may only be processed by Sika for specific purposes.

- Right to data portability: You have the right to receive the personal data you have provided to Sika in a commonly used electronic format and you may request that Sika transfer this data to another controller designated by you.
- Right to object: You have the right to object, on grounds relating to your particular situation, to the processing of your personal data by Sika and to request Sika to stop processing your personal data for specific purposes.
- If your personal data is processed for direct marketing purposes, you have the right to object at any time to the processing of your personal data for such marketing. This also includes profiling, insofar as such direct marketing is involved. In this case, your personal data will no longer be processed by Sika for such purposes.
- You may revoke your consent once given at any time vis-à-vis Sika. This has the consequence that Sika may no longer continue the data processing based on this consent in the future.
- You can lodge a complaint with a supervisory authority. You can reach the Federal Data Protection and Information Commissioner at this website:
<https://www.edoeb.admin.ch/edoeb/en/home/adresse.html>.

To exercise the above data subject rights, you can contact us or our Data Protection Officer at any time using the contact details above.