

# Privacy Policy for Applicants - EU

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We, Woodward and our affiliated companies, treat your personal data confidentially in compliance with the data protection regulations.

With this privacy policy, we would like to explain to you below how we process your data as part of the application process and ensure that it is protected.

## 1. Controller

In the context of this data processing, the following companies are joint controllers pursuant to Art. 26 GDPR:

### **Woodward German Holding GmbH & Co. KG**

Handwerkstr. 29  
70565 Stuttgart  
Germany  
Tel.: +49711789540  
E-Mail: [industrial.support@woodward.com](mailto:industrial.support@woodward.com)

### **Woodward Aken GmbH**

Köthener Chaussee 46  
06385 Aken (Elbe)  
Germany  
Tel.: +49 (0) 34909 8800  
E-Mail: [germany@woodward.com](mailto:germany@woodward.com)

### **Woodward GmbH**

Handwerkstraße 29  
70565 Stuttgart  
Germany  
Phone: +49 711 78954-0  
E-Mail: [StuttgartHR@woodward.com](mailto:StuttgartHR@woodward.com)

### **Woodward L'Orange GmbH**

Porschestraße 8  
70435 Stuttgart  
Deutschland  
Tel.: +49 7443 249 -0  
E-Mail: [personalservice@lorange.com](mailto:personalservice@lorange.com)

Other joint controller companies:

- **Woodward German Holding Management GmbH & Co. KG**
- **Woodward Bulgaria EOOD**, 64 Hristofor Kolumb Blvd., SAC, Logistics Building B03, Entrance 2, Sofia, BG , Bulgaria

- **Woodward Poland SP. Z. o. o.**, U.I. Skarbowa 32, Niepolomice, PL 32-005, Poland
- **Woodward International Holding B.V.**, Locatellikade 1, Amsterdam, NL 1076AZ, Netherlands
- **Woodward International Inc.**, 5 Shawfarm Road, Ayrshire, Prestwick, GB KA9 2TR, United Kingdom
- **Woodward Inc.**, 1081 Woodward Way, Fort Collins, CO 80524

The joint processes concern in particular to the operation and use of shared databases, platforms and IT systems for applicant management.

To this end, we have concluded an agreement on joint responsibility to determine how the respective tasks and responsibilities for processing personal data are structured and who fulfills which data protection obligations. In particular, we have determined how an appropriate level of security and your rights as a data subject can be ensured.

**Woodward German Holding GmbH & Co. KG** is available to you as the **primary contact** for **questions in Germany**; however, you can also contact the other listed companies in the group of companies at any time. The same applies to the exercise of your rights as a data subject, which you can assert against any of the jointly responsible companies.

We also have a data protection team which can answer questions you have about the processing of your personal data by emailing the data protection team at [dataprotection@woodward.com](mailto:dataprotection@woodward.com).

## 2. Data protection officer in Germany

It is important to us that data processing is flawless and secure in terms of data protection law. We have appointed an external data protection officer in Germany to document this to the outside world.

### **Datenschutzberatung Moers GmbH**

Neue Straße 22  
34369 Hofgeismar  
Germany

Should German applicants or employees have any questions regarding data protection, please contact our German data protection officer at [woodward@dsb-moers.de](mailto:woodward@dsb-moers.de). If you would like to address your request directly and confidentially to the data protection officer, you will find further contact details at [www.dsb-moers.de](http://www.dsb-moers.de).

## 3. Purposes and legal bases of data processing

Below you will find an overview of the purposes and legal bases of data processing as part of our applicant management. We comply with the requirements of the EU General Data Protection Regulation (GDPR), the German Federal Data Protection Act (BDSG) and other national laws that we are obliged to comply with.

### 3.1 Performance of a contract and pre-contractual measures

The main purpose of data processing is to carry out the application process. In this sense, we process your data insofar as this is necessary for the performance of a contract. The legal basis for data processing is Art. 6 para. 1 lit. b, Art. 88 GDPR in conjunction with. § 26 para. 1 BDSG.

### **3.2 Compliance with legal obligations**

We process your personal data if this is necessary to fulfill a legal obligation to which we are subject under any applicable EU law or under the applicable law of a country. The legal basis for data processing is Art. 6 para. 1 lit. c GDPR.

### **3.3 Legitimate interest**

We process your personal data in accordance with Art. 6 para. 1 lit. f GDPR if the data processing is necessary to protect the legitimate interests of us or third parties, unless the fundamental freedoms and rights and interests of the data subject prevail. Legitimate interests are, in particular, our business interest in being able to provide our career website, information security, the enforcement of our own legal claims and compliance with other legal provisions.

### **3.4 Consent**

We process your personal data on the basis of your consent. The legal basis for data processing is Art. 6 para. 1 lit. a GDPR. You can revoke your consent at any time with effect for the future by sending an email to one of our jointly responsible companies. To do so, please use the contact options listed above.

## **4. Recipients of personal data and transfer of data to third countries**

For the application process, we use the HR solution of Workday Inc., 6110 Stoneridge Mall Road, Pleasanton, CA 94588, USA. Workday is integrated on the basis of a concluded order processing agreement and acts in accordance with instructions in this context. Workday is also subject to the contractual obligation to guarantee an appropriate level of data protection.

In addition to Workday, we use service providers who are separately bound to confidentiality and data protection for special areas where access to personal data cannot be ruled out. These categories of recipients outside of business and personnel management include IT service companies, software providers, hosting companies and consulting companies.

Data will only be passed on to authorities if there are overriding legal provisions. If data is transferred to third countries, an adequate level of data protection is ensured by data protection instruments that meet the requirements of Art. 44 et seq. GDPR.

## **5. Use of the career site**

When you visit our careers page, a connection is established with your browser. . The following information is collected and stored temporarily in system files: IP address of your device, data and time of access, name and URL of accessed files, website from which access was made or from which you were directed to our site (referrer URL), browser used and, if applicable, the operating system of your device, as well as the name of your provider.

The aforementioned data is processed by us for the purpose of ensuring a trouble-free connection as well as system security. The generated connection data is automatically deleted and is not retained for longer than seven days. If the website is improperly used, log data whose further storage is necessary for evidentiary purposes will be retained until the incident has been clarified.

### **5.1 Creating an application account**

If you set up an application account with us, your data will be processed on the basis of your consent. The legal basis for data processing is Art. 6 para. 1 lit. a GDPR. The purpose of the data processing is to create the application account in order to be able to carry out an application process. In the course of this, the personal data provided as part of the consent will be processed.

### **5.2 Use of storage technologies on your end device**

Our careers website uses storage technologies ("cookies" and/or your browser's memory) to enable your use of the website to be saved. The information generated by cookies about your usage behavior on this website is used to evaluate information about your use of this website and your visiting behavior and to improve our information offering.

If the use of storage technologies on your end device is necessary for the functionality of the website, we use this technology on the basis of our legitimate interests in improving our information offering and ensuring the functionality of the website and information security on the website. The legal basis for data processing is then Art. 6 para. 1 lit. f GDPR (legitimate interest) in conjunction with § 25 para. 2 no. 2 TTDSG.

If cookies are being used that are not necessary for the operation of the website, we will ask for your consent in advance. The legal basis for data processing is then Art. 6 para. 1 lit. a GDPR in conjunction with § 25 para. 1 TTDSG (consent).

The cookies will be deleted at the end of the session. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website. Data collection is anonymized; the data collected cannot be traced back to you personally.

## **6. Storage period and deletion of personal data**

Your data will be stored for the duration of the application process; if you enter into an employment relationship with us, your application data will be stored by us for the duration of your employment relationship. If the decision on your application leads to a rejection, we will store your data for a further six months on a statutory basis and then delete it; in the case of unsolicited applications or if you consent to us storing your data for a longer period for possible future employment, we will retain your data until you withdraw your consent or for a maximum of two years.

If the data processing is based on your consent, we will store your data for the duration of your consent.

## **7. Your right to information, rectification, erasure, objection and data portability**

You can exercise your right to information, correction and deletion of data at any time. You can then exercise your data subject rights against any of the jointly responsible companies. Simply contact us using the channels described above.

If you wish your data to be deleted but we are still legally obliged to retain it, access to your data will be restricted (blocked). The same applies in the event of an objection. You can exercise your right to data portability insofar as the technical possibilities are available to the recipient and to us.

## **8. Right to lodge a complaint**

You have the option at any time to lodge a complaint with a data protection supervisory authority.

## **9. Provision obligation**

Without providing correct data, the execution of the application process may not be possible. The result may be that your application cannot be considered in the application process.

## **10. Profiling**

We do not perform automated decision-making or profiling in accordance with Art. 22 GDPR.

## **11. Status**

Status of this privacy policy: 26.01.2024