**INFORMATION CONCERCING THE PROCESSING OF JOB CANDIDATES' PERSONAL DATA**

1. HEIDELBERG MATERIALS HELLAS S.A. hereby wishes to inform you that within the framework of the human resources search process to fill job positions in the company, it collects the CVs of candidates and processes certain of their Personal Data, in order to carry out and complete the personnel evaluation and selection process, depending on the position for which an application is submitted.
2. Your Personal Data included in your CVs and which are processed by the Company relate, for example, to your personal details, your CV, your name, address, email address and other contact details, your academic and general educational background, your previous professional experience, your areas of expertise. As candidates, you are personally responsible for the accuracy of the data you submit, while you must have received relevant permission to submit information and personal data of third parties, for example in the case of letters of recommendation from previous employers.
3. The Company collects and processes your Personal Data solely and exclusively for the purpose of recruiting qualified and suitable personnel to achieve the objectives of its business activity, to the extent that such data is critical for conducting interviews, examinations, evaluating your application and hiring you for the job position. For this reason, your Personal Data is disclosed only to people within the Company who need to know it for management or for making a hiring decision, as well as to the personnel of the other departments of the company due to their responsibility (Human Resources department, IT system administrators, etc.).
4. It is possible to disclose your Personal Data to other companies of the HEIDELBERG MATERIALS A.G. Group based on a personal data exchange and protection agreement within the Group as well as to third parties that provide support services to the Company in the field of personnel employment (assessment, recruitment, HR systems) exclusively and only to the extent that this is required to serve the purposes and tasks that they have undertaken towards the company and provided that these third parties have undertaken the commitment and comply with the provisions of the General Data Protection Regulation (GDPR). Any third parties to whom the company will disclose Personal Data pursuant to a service agreement will process your Personal Data in the capacity of processors exclusively and only within the framework of the specific purpose and on behalf and at the behest of the Company.
5. It is the Company's policy to retain your Personal Data in order to pursue the aforementioned processing purposes and to comply with applicable legal obligations. We will retain your Personal Data for as long as necessary to serve our legitimate business interests, legal obligations, exercise or defend our rights and specifically for a period of six months after the position for which you have submitted your CV has been filled. In case you do not wish your data to be processed for this period, please contact us at the details of our company's Data Protection Coordinator below. We have implemented appropriate information security measures and procedures in order to ensure that your Personal Data will be kept secure and always in accordance with the applicable Security Policy for Ensuring the Privacy of the Company's Communications.
6. In any case, we would like to inform you that, in accordance with the applicable legislation, you have and can exercise the following rights, namely (a) the right to access your personal data, as well as information related to the processing, (b) the right to correct inaccurate and complete any incomplete data, (c) the right to erasure ("right to be forgotten") and (d) the right to restrict the processing of your data in cases expressly provided for by law, (e) the right to portability of your data in a structured, commonly used and machine-readable format (e.g. CD), (f) the right to transmit your data to another - other than us - controller, as well as (g) the right to object to the processing of your personal data in cases expressly provided for by law. The exercise of one of your above rights is done by submitting a relevant written request to our Company, to which we undertake to respond within a period of one (1) month from its receipt. It is noted that this period may be extended for two (2) additional months taking into account the complexity of your request, as well as the number of requests in general.

Furthermore, our Company undertakes to inform you, without undue delay, of any breach of your personal data, which may pose a high risk to your rights and freedoms and provided that this does not fall under one of the exceptions expressly provided for by law. In any case, if you yourself find a breach of the protection of your personal data, you have the right to appeal to the Greek Personal Data Protection Authority.

1. **Contact information**

If you have any questions or concerns regarding your Personal Data or if you wish to exercise any of your rights as set out in Section 6 above, please contact us.

The contact details of the Data Protection Coordinator (DPC) of HEIDELBERG MATERIALS HELLAS S.A. are:

Nikoleta Tzeni-Dimitriou

210 5518333

[dpc-hellas@heidelbergmaterials.](mailto:dpc-hellas@heidelbergmaterials.)com