

Information according to Art. 13 General Data Protection Regulation

According to Art. 13, 14 of the General Data Protection Regulation (GDPR), we are obliged to inform you about the processing of your personal data in connection with your employment relationship / application:

Responsible bodies according to Art. 4 No. 7 GDPR for the data processing operations made during the course of your employment / application:

Weishaupt UK Limited
represented by the management
Bernard Fox
Neachells Lane
Willenhall WV13 3RG
info@weishaupt.co.uk

For all data protection-related concerns, you can contact your data protection officer at any time: datenschutzbeauftragter@weishaupt.de

Purposes for which the personal data is to be processed

The purposes for which personal data can be processed are in particular

- the purpose of carrying out the application process
- fulfilment of the employment contract, including the fulfilment of legal and collective law obligations
- the purposes of management, process optimisation and organisation of work
- economic and personnel planning
- preparation of personnel and other corporate decisions
- securing evidence for judicial and extrajudicial legal disputes as well as for economic, tax, social security and other audits
- safety, quality, behaviour and performance controls
- ensuring health, equality and safety at work
- protection of the property and other rights of the employer or customers and business partners
- termination of employment and exercising workers' rights

Legal basis for the processing of personal data

Your personal data is only collected and processed within the framework of the data protection regulations. Your personal data may only be processed in accordance with applicable data protection law if a law expressly allows or orders this, if you have given your effective consent or if you have given your effective consent in accordance with § 26 (1) of the Federal Data Protection Act, Art. 6 Para. 1 sentence 1 lit.) b GDPR and this is necessary for the establishment, implementation or termination of an employment relationship. The same applies insofar as the data processing is necessary to protect the legitimate interests of the responsible body for purposes other than the employment relationship and there is no reason to assume that your legitimate interest as the data subject outweighs the exclusion of processing or use (Art. 6 Para. 1 sentence 1 lit.) f GDPR). This applies in particular to the investigation of criminal offences (§ 26 Para. 1 s. 2 Federal Data Protection Act) or in the group for purposes of group management, internal communication and other administrative purposes (such as when transferring employee data to the group parent). Personal data can also be processed on the basis of collective agreements, in particular company agreements and collective agreements (Art. 6 Para. 1 lit.) b, Art. 88 Para. 1 GDPR in conjunction with § 26 Para. 4 Federal Data Protection Act).

Responsible persons who are part of a group of companies that are assigned to a central office may have a legitimate interest in transferring personal data within the group of companies for internal administrative purposes, including the processing of personal data of employees.

Personal data can also be transmitted to competent authorities and courts, as well as to lawyers, auditors, tax advisors, business consultants and comparable confidential service providers with a special trust. In any case, your personal data will only be passed on to third parties to the extent necessary to achieve the specified purposes.

In addition, employers often have legal obligations, particularly in the area of tax and social security law, for which personal data must be processed in a justified manner (Art. 6 Para. 1 sentence 1 lit.) c GDPR in conjunction with § 26 Federal Data Protection Act).

In conclusion, we process your personal data if you have given us your consent (Art. 6 Para. 1 lit.) a, Art. 7 GDPR in conjunction with § 26 Abs. 2 Federal Data Protection Act). You can revoke your consent at any time. The lawfulness of processing based on consent remains unaffected until revocation.

We only process specific categories of personal data in accordance with Art. 9 Para. 1 GDPR (in particular health data) to exercise the rights and the fulfilment of obligations under labour law and social law (e.g. disclosure of health data to the health insurance fund, recording of a severe disability due to additional leave, determination the severely disabled person's tax, etc.). The legal basis for this is Art. 9 Para. 2 lit.) b GDPR in conjunction with § 26 Para. 3 Federal Data Protection Act.

Categories of recipients of personal data

Personal data is only received by those persons and positions (e. g. specialist department, works council, representative for the severely disabled) who need them to fulfil our contractual and legal obligations. Within the Group, your data is transferred to certain companies if the data processing tasks are carried out centrally for the companies affiliated to the Group (e. g. payroll). In addition, we may transfer your personal data to other recipients outside the company to the extent necessary to fulfil the contractual and legal obligations as an employer. For example these could include:

- public authorities and public bodies (e.g. pension institutions, occupational pension institutions, social security institutions, tax authorities, courts)
- the bank of the employee
- acceptance points of the health insurance companies
- areas, which ensure occupational pension entitlements
- areas, which ensure payment of benefits of assets
- third-party debtors in the case of salary and salary pledges
- insolvency administrator in the event of private insolvency

In addition, we use various service providers to fulfil our contractual and legal obligations.

Duration of data storage

If necessary, we process and store your personal data for the duration of our contractual relationship. This also includes the execution of a contract. After termination of the contractual relationship, we store your personal data as long as we are legally obliged to do so. Such documentation and retention obligations arise, for example, from the Commercial Code, the Social Code and the Income Tax Act. The deadlines specified for documentation or for storage of personal data are up to ten years, however they must be in place until the end of a business relationship with the customer. Claims arising from occupational pensions are time-barred for 30 years from the date of entitlement (§ 18 a of the Law on the Improvement of Occupational Pensions). As a result, it may be necessary to store personal data for life and even beyond.

In conclusion, the retention period of personal data is assessed according to the statutory limitation periods, which for example, are based on §§ 195 et seq. of the Civil Code and are normally three years, but in some cases can be up to thirty years.

Order processing

We use processors to fulfil the tasks arising from the employment relationship. In accordance with Article 28 GDPR, all processors are obliged by detailed contractual guarantees to ensure the protection of your personal data with technical and organisational measures. These include companies in the categories of payroll, human resources services, printing services, telecommunications (e.g. service mobile), IT services, financial services (e.g. capital services), consulting and consulting services.

Transfer of data

A transfer of personal data to a third country or an international organisation only takes place,

- if this is necessary to fulfil our employment contract obligations or you have given us your consent after information about any risks of such a transfer and
- if the third country confirms an adequate level of data protection or if there are adequate data protection guarantees (e. g. standard EU contractual clauses).

Automated decision making in individual cases

We do not use fully automated decision-making according to Art. 22 GDPR to carry out the employment relationship.

Rights as a data subject

Every data subject has the right to information according to Art. 15 GDPR, the right to correction according to Art. 16 GDPR, the right to deletion according to Art. 17 GDPR, the right to restriction of processing according to Art. 18 GDPR and the right to data portability according to Art. 20 GDPR. The restrictions under §§ 34 and 35 Federal Data Protection Act apply to the right to information and the right to erasure. You have the right to lodge a complaint with a supervisory authority if the processing of your personal data violates the provisions of the General Data Protection Regulation.

Competent supervisory authorities

Information Commissioner's Office,
Wycliffe House, Water Lane,
Wilmslow, Cheshire SK9 5AF