



## **Data Protection Notice for Job Applicants – Bunge Romania S.R.L.**

This Data Protection Notice (the “Notice”) explains how personal data about you is collected, processed and used by Bunge Romania S.R.L. (hereinafter “Bunge,” “we,” or “us”) as data controller when you submit a job application for consideration using any of the communication channels made specifically available for this purpose. This includes but it not limited to our Application Portal, our application email address, or Bunge employees’ email addresses, including HR department.

At Bunge, we take our responsibility regarding data protection compliance seriously and will only process your personal data in accordance with applicable data protection laws. As used in this Notice, personal data means any information – either alone or in combination with other information we obtain – that relates to you as an identified or identifiable individual (“Personal Data”).

### **1. Data Controller**

**Bunge Romania S.R.L.**  
Aleea Industriilor, nr. 5-7, Buzău, județul Buzău, România  
C.U.I. 16791351, J10/75/2009

is the party responsible for the collection and use of your Personal Data (“Data Controller”) for the purposes described in this Notice. You can contact Bunge either via postal mail at the address provided above or electronically at [beu.buc.dataprotection@bunge.com](mailto:beu.buc.dataprotection@bunge.com)

### **2. Categories of Data**

The provision of Personal Data is a requirement necessary to submit your application for a job position at Bunge.

The Personal Data you are required to provide when submitting an application through any of our communication channels for applications is limited to the data necessary for carrying out the recruitment process. During the application process, you can edit, complete or delete your data at any time.

Bunge processes the following Personal Data:

- Your master data such as the first name, family name, nationality, date and place of birth, driving license;
- Work permit and/or residence permit, if applicable;
- Contact information such as home address, (mobile) phone number, email address;
- Educational details, schools attended, skills and job experience;
- If applicable for the position you are applying for: adequate health condition; and
- Notice period with previous employer, if applicable
- Photo

In addition to the information above, you have the option of providing us, on a voluntary basis, with the following Personal Data:

- Salary expectations;
- Type of employment, i.e. full-time or part-time;



- Willingness to travel (in %);
- Willingness to relocate;
- Preferred job position with regards to the hierarchy level and area of employment;
- Preferred work location;
- Willingness to do shift work;
- Upon request, a certificate of good conduct;
- Availability time period;
- Whether family members are employed at Bunge; and
- Any previous employment at the Bunge Group
- Previous employers and functions

If you are a university student we will additionally process the following Personal Data:

- Enrolment certificate, professional status and availability time period

If you are applying for an internship we will additionally process the following Personal Data:

- Duration and type of internship, i.e. if it is compulsory or voluntary

Bunge will collect the Personal Data as a general rule directly from you. However, we can also collect data from publicly available sources or from third parties such as your previous employer or recruitment agencies.

Sensitive Personal Data consisting of health-related data will be processed, if necessary for the job position you are applying for. Sensitive Personal Data concerning criminal convictions can be processed, if applicable. Such Sensitive Personal Data will only be processed where express consent is obtained.

### **3. Purposes of Data Processing and Legal Bases**

Bunge processes Personal Data in accordance with applicable data protection laws and regulations and only for limited, explicit and legitimate purposes.

We process your Personal Data for the purpose of the creation of an employment relationship. The processing and use of the data is necessary in order to take steps at your request prior to entering into an employment contract. We only collect, process, and use your data for the application process you applied for. In order to be considered for other application processes, you have to give your explicit consent.

### **4. Recipients of Personal Data**

In case you applied for one specific position, your data will be made available to the department advertising the position. If you sent a general application for employment at Bunge, your data will be made available to the different departments offering jobs which suit your qualification profile.



We will handle your data confidentially. Your data will not be disclosed to third parties outside of the Bunge entity you submitted your application to, or used for any other purposes than the ones described in this Notice.

## **5. International Data Transfers**

International data transfers refer to transfers of Personal Data outside of the EEA and Switzerland. Your Personal Data will not be transferred to any third country.

The international footprint of Bunge involves the transfer of Personal Data to other group companies or third parties which may be located outside the EEA and Switzerland, including the United States. Bunge will ensure that when Personal Data is transferred to countries that have different standards of data protection, appropriate safeguards to adequately protect the Personal Data are implemented to secure such data transfers in compliance with applicable data protection laws. Bunge has implemented an intra-group international data transfer agreement to cover international data transfers between companies of the Bunge Group, a copy of which can be obtained by contacting the Legal Department of Bunge SA at: [BEU.GVA.Dataprotection@bunge.com](mailto:BEU.GVA.Dataprotection@bunge.com).

## **6. Retention of Personal Data**

In the event you have not been awarded the job position you were applying for, you can choose to remain in our databases to be considered for future job positions by providing your consent. Your personal data will be stored in our data base for 2 years. If you don't agree to remain in our data base, you can, at any given time, request to have the information deleted.

Please bear in mind that Personal Data will be stored and retained for as long as the statutory period of limitations concerning legal claims against Bunge has not expired.

## **7. Data Protection Rights**

You are entitled to request from Bunge access to and rectification or erasure of Personal Data that we store about you or – as the case maybe – restriction of processing as far as it concerns you as well as to assert your right to data portability. You also have the right to lodge a complaint with a supervisory authority.

Where processing is based on your consent, you have the right to withdraw such consent at any time without affecting the lawfulness of processing based on consent before withdrawal.

You have the **right to object** to the processing of your Personal Data at any time with legitimate grounds relating to your particular situation. If such an objection is justified, Bunge will no longer process the Personal Data concerned unless we can demonstrate compelling legitimate ground for the processing which override your interests.

## **8. Data Security**

Bunge has implemented appropriate technical and organizational measures to ensure a level of security appropriate to the risk of data destruction, loss, alteration, unauthorized disclosure or



access, and misuse. These measures include data encryption and use of firewalls, physical access controls to our data centers and information access authorization controls.

## **9. Data Protection Officer and Data Protection Coordinators**

A local Data Protection Officer (“DPO”) is designated at country level, where applicable by law. In the absence of a DPO, a Data Protection Coordinator (“DPC”) is designated.

The DPCs/DPOs are involved in all issues related to the protection of your Personal Data. In particular, the DPCs/DPOs are in charge of monitoring and ensuring compliance with this Notice and applicable data protection laws. They will also provide advice on data protection matters upon request.

Should you have any questions with regard to your Personal Data or in order to exercise your rights under Section 7., please contact your local DPC or DPO; where applicable, at [beu.buc.dataprotection@bunge.com](mailto:beu.buc.dataprotection@bunge.com).

In addition, you may also contact the Legal Department of Bunge SA at [BEU.GVA.Dataprotection@bunge.com](mailto:BEU.GVA.Dataprotection@bunge.com)

## **10. Miscellaneous**

This Notice will be effective as of October 1, 2018 and will be applicable to Bunge. This Notice may be revised and amended from time to time and appropriate notice about any amendments will be given.