

# The General Data Protection Regulation (GDPR)

In accordance with the General Data Protection Regulation (GDPR) of May 2018, we hereby inform you about the processing of your personal data and general company data. This information is only for the new legal regulations and has no effect on your employment at Blackshark.ai.

As part of your employment relationship, the data you provide us with (e.g. curriculum vitae, emergency contacts) and those that arise due to the employment relationship (e.g. salary data, sick leave, nursing leave, maternity leave, parental leave, unpaid leave) are being processed as followed.

## **General data processing in the context of the employment relationship**

The processing and transmission of your data takes place for the settlement of wages, salaries, remuneration and compliance with recording, information and reporting obligations, insofar as this is required by laws or standards of collective law or employment contract obligations, including automatically generated and archived text documents (such as correspondence) in these matters. This also applies to all voluntary social benefits of the employer as well as to external educational and further training offers.

The relevant data in each individual case is transmitted to the following authorities on the basis of the statutory provisions or contractual agreement:

- Payroll accounting (external)
- Social insurance carriers (including company health insurance funds);
- Federal Office for Social Affairs and Disability (Department of Social Service) e.g. according to §16 Disabled Persons Employment Act;
- Tax office;
- Company Pension Funds (BV-Kassen) in accordance to §11 section 2 number 3 and to §13 Corporate Staff and Self-Employment Provision Act;
- Public Employment Service (AMS);
- Occupational Health and Safety, National Transport and Labour Inspection and Agricultural and Forestry Inspection, in particular in accordance to §8 Labour Inspection Act;
- Local Authorities and District Administration Authorities in administrative police agendas (Trade Authority, competence of the Workers' Protection Act etc.);
- Statutory Interest Representatives;
- Company doctors;
- Customers and interested parties of the client;
- Education and training providers;
- Bodies representing the interests of the company (in particular works council in accordance with §89 Labour Constitution Act, safety trusted person in accordance with § 10 Workers' Protection Act, trusted youth person in accordance with §125 Labour Constitution Act and trusted person for the disabled in accordance with §22a Disabled Persons Employment Act);
- Legal representative;
- Court;
- Creditors of the data subject and other parties involved in any legal proceedings connected therewith, including in the case of voluntary assignments of salaries for claims due;
- Banks involved in the payment to the person concerned or to third parties;
- Union indicated by the employee, with the consent of the person concerned;

- Co-insured;
- Pension funds;
- Insurance companies within the framework of existing group or individual insurance

### **Data processing for system administration and security purposes**

Due to the applicable legal data security regulations, a number of your data is processed for the administration and security of the system, such as the administration of user IDs, the allocation of hardware and software to the system users and for the security of the system. This includes automatically created and archived text documents (such as correspondence) in these matters. Without this data processing a secure operation of the system and thus an employment in our company is not possible.

### **Publication of professional contact data on the intranet**

Professional contact details are published on the intranet for colleagues to contact. This is due to our legitimate interest in a smooth business process. If you do not wish to do so for reasons worthy of consideration, you may object to the publication.

### **Publication of professional contact details on the company website**

Professional contact details of employees with external contact are published on the Internet to enable customers to contact us. This is due to our legitimate interest in a smooth business process. If you do not wish to do so for reasons worthy of consideration, you may object to the publication.

### **Data processing in the event of labour disputes**

If a legal dispute arises during or after a valid employment relationship, the data necessary for the appropriate legal prosecution will be transmitted to legal representatives and courts.

### **Processing of voluntary data – Consent**

Your religious confession is given voluntarily and on the basis of your consent if you wish to make use of the corresponding rights or have the church contribution paid by your employer. Emergency contacts are provided voluntarily and on the basis of your consent. The publication of your photo on the intranet/on the company website is voluntary and based on your consent. All consents can be revoked independently of each other at any time. As a consequence of a revocation, we will no longer be able to process your data for the above-mentioned purposes from this point in time, so that the corresponding rights, advantages, etc. can no longer be claimed. For a revocation please contact the personnel department.

### **How long will my data be stored?**

As far as it is necessary, we process your personal data for the duration of the entire business relationship (from the initiation, performance until the termination of a contract) and furthermore, we process it according to the legal safe-keeping and documentation obligations.

### **Your rights**

In principle, you have the rights to information, correction, deletion, restriction, data transferability and objection. Therefore please contact us. If you believe that the processing of your data violates data protection law or your data protection claims have otherwise been violated in any way, you can complain to the data protection authority.

You can reach our data protection officer at the telephone number +43699 18158514 (Mr. Thomas Richter-Trummer) or by e-mail: [privacy@blackshark.ai](mailto:privacy@blackshark.ai)