

DATA SUBJECT CONSENT
DECLARATION OF CONSENT REGARDING THE PROCESSING OF PERSONAL DATA

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1. THE INTRODUCTORY PART - INFORMING THE DATA SUBJECT

- 1.1. THE IDENTITY AND THE CONTACT DETAILS OF THE CONTROLLER;

ARTHUR HUNT Human Resources Consulting Ltd. is a Hungarian legal person, headquartered in Budapest, 3-5. Vármegye street, 7th floor, postal code 1052, registered by Metropolitan Court as Court of Registration under no. 01-09-681637, legally represented by Gabor Aldott, Managing Director, member of Arthur Hunt Group (hereinafter "Arthur Hunt").

THE PREAMBLE

Arthur Hunt is a legal entity, a professional service provider firm.

The data subject – the candidate/ signatory (hereinafter candidate) - is looking for a career opportunity and professional development.

Within the frame of its operation Arthur Hunt carries out the following activities.

EXECUTIVE SEARCH

Objectives of executive search in the context of authorizations given by a client:

- Identify the potential candidates,
- Raise their interest in the vacancy,
- Evaluate the relevance of their career path and their personal profile to meet the requirements of the position, including through personality inventory tools
- Present the candidates to Arthur Hunt's clients
- Take references from anyone indicated by the candidate.

2: Collect and analyze the unsolicited applications submitted by individuals voluntarily

- Receive CVs from individuals sent to the company or company's consultant/s without their solicitation
- Record and store the CVs of people whose background corresponds to searches regularly conducted by the company, given its positioning
- Meet with some people who have submitted their CV on an unsolicited basis to help them in their search or in anticipation of a mandate authorizing the search in the future

3: maintain the company's and its consultants' relations network

- The company consultants and company's network of professional relationships enables faster identification of potential candidates.
- Maintaining a network of managers, experts and executives and monitoring their professional careers is therefore an integral part of our company's Executive Search business.
- Maintaining this network is also useful for managers and executives who are part of it because it allows them to be sought by Arthur Hunt's consultants for various career rewarding changes.

LTT (Leadership, Talent & Transformation)

CONSULTING SERVICES PROVIDED BY ARTHUR HUNT

For business & management consulting processes, the services are targeting the following types of projects but are not limited to:

- Employee evaluation and development
- Satisfaction studies
- Compensation and benefits
- Job evaluation
- Social Relations
- The Change management from reorganization and merger / acquisition processes
- The Organizational culture
- Social responsibility
- Internal communication
- Human resources policies and procedures
- Improving the image of the employer, etc.

1.2. DEFINITIONS

All terms used will have the same meaning as defined in art. 4 of Regulation (EU) 2016/679 concerning the processing of personal data and the free movement of such data - GDPR, as follows:

"personal data" means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

"processing" means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

"controller" means the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data; where the purposes and means of such processing

are determined by Union or Member State law, the controller or the specific criteria for its nomination may be provided for by Union or Member State law;

"DPO" - data protection officer

1.3. APPLICATION DOMAIN, NATURE AND PURPOSE OF THE PERSONAL DATA PROCESSING

1.3.1. Field of application/ scope: recruitment/ selection and placement of workforce, organization of professional trainings and various professional development courses.

1.3.2. The nature and purpose of the data processing: is to identify career opportunities for the signatory – the natural person that expresses his/her consent and to provide information about training courses or personal development possibilities organized by Arthur Hunt, as follows:

- a) Executive Search - specialized recruitment service for identifying and recruiting professional, highly qualified and motivated candidates for senior-level and executive jobs
- b) Talent Mapping - the process of identification of a group of individuals for one or more specific role in the business, ultimately providing an external succession plan that the organization can use in the transformation / development context.
- c) Talent and Leadership Solutions: Organizational Development, People Development Programs, Teambuilding and Change Management.

1.3.3. The data will be processed and used exclusively in the territory of the Member States of the European Union or another signatory of the European Economic Area (EEA) Agreement.

1.3.4. Arthur Hunt processes only the personal data required for the purpose, as defined in Art. 1.3.2.

1.4. CATEGORIES OF PROCESSED PERSONAL DATA

In the recruitment, and /or human resources management process, Talent Mapping, the scope of processing the personal data can include the following types of information:

- a. personal data that allow the candidate to be identified: surname, first name, gender and date of birth;
- b. information provided by the candidate allowing the conduct of the meetings: postal address, mobile phone number, e-mail address;
- c. information allowing verification of the eligibility and selection conditions for the recruitment process: nationality, foreign languages, education background, professional experience, former and / or current employers, recommendations, studies diplomas, certifications;
- d. list generated by automated means but with human intervention and non-profiling programs

1.5. WHERE THE PERSONAL DATA IS STORED

In the process of recruiting, and / or managing human resources, the processed personal data will be stored on the dedicated server of Arthur Hunt Group, in an electronic database system accessed by its employees.

1.6. THE RECIPIENTS OF THE PERSONAL DATA

In the recruitment, and / or human resources management process, the processed personal data will be sent to Arthur Hunt customers for the purpose of executing Arthur Hunt's business activity, as well as to the third party member of Arthur

Hunt Group to provide their professional services. (Artur Hunt Consulting Polska Sp. Z o. o - Poland, Artur Hunt s.r.o – Czech Republic; Artur Hunt s.r.l. - Romania)

Third party organisations that provide applications / functionality, data processing or IT services to Arthur Hunt;

Consultants and other professional advisers of Arthur Hunt.

When Arthur Hunt shares data with others, contractual arrangements, confidentiality and security mechanisms ensure the compliance with the data protection, confidentiality and security requirements.

1.7. RETENTION PERIOD OF THE PERSONAL DATA

Unless mandatory law requires a different time period, the processed personal data will be kept by Arthur Hunt in order to execute its business activity as described above for a period of 5 years or until Arthur Hunt receives the revocation of the consent (according to the data subject's consent in Part 2)

1.8. THE RIGHTS OF THE DATA SUBJECTS

The rights of the data subjects are those guaranteed by the legislation on personal data protection, including the followings:

- a) The right of the data subject to information;
- b) The right of the data subject to access his/her personal data;
- c) The right of the data subject to rectify, delete, object or restrict of processing of personal data concerning him or her;
- d) The data subject's right to data portability;
- e) The right of the data subject to file a complaint with a supervisory authority;
- f) the right of the data subject to express his/her point of view on the automatically generated outcome, including profiling, and the right to obtain human intervention from the controller and to contest the decision,
- g) The right of the data subject to withdraw his/her consent without affecting the lawfulness of the processing already made on the basis of the consent

The rights referred to in the above paragraphs will be exercised through a written request addressed to Arthur Hunt's Data Protection Officer. Arthur Hunt will respond to requests within a reasonable time, but no later than one month after receipt of the request. Any reasonable, not unfounded or not excessive request will not be charged.

Arthur Hunt reserves the right to request additional information to identify the person concerned if Arthur Hunt has reasonable doubts as to its identification.

1.9. DPO CONTACT DATA

Any information regarding the processing of personal data may be requested in writing to Arthur Hunt's Data Protection Officer at the e-mail address: dataprotection@arthur-hunt.hu. When requested by the data subject, the information may be provided orally, provided that the identity of the data subject is proven by other means.

1.10. THE SUPERVISORY AUTHORITY

The Hungarian National Authority for Data Protection and Freedom of Information (NAIH) is responsible for supervising and defending the right of the protection of personal data in Hungary. In order to claim the non-compliance with the rights guaranteed by the personal data protection legislation any person has the right to contact the

NAIH, headquartered in Budapest, 1125, 22/C Szilágyi Erzsébet fasor.

Chairman: dr Attila Péterfalvi

e-mail: ugyfelszolgalat@naih.hu

website: www.naih.hu

phone: 0036-1-3911-400

In case of violation of his/her personal data rights the data subject may turn to the competent court as well.

2. THE DATA SUBJECT'S CONSENT

Considering the business activity object of Arthur Hunt's, as described in Part 1, and taking into consideration my interest to participate in recruitment & selection processes,

I hereby declare that I expressly consent to the processing of the following categories of my personal data by ARTHUR HUNT Human Resources Consulting Ltd for a period of 5 (five) years for the purpose of conducting selections and recruitments and consulting services, as detailed in Part 1 or until I send a written revocation of my consent to Arthur Hunt.

1) Natural Personal identifiers:

- a) name and surname
- b) date of birth

2) Contact details:

- a) mobile phone number
- b) postal address
- c) e-mail address
- d) online accounts with access to a professional profile (social media)

3) Information allowing verification of the eligibility and selection conditions for the recruitment process:

- a) nationality
- b) knowledge of foreign languages:
- c) education background
- d) professional experience
- e) diplomas study
- f) certifications

4) References from former employers (from persons expressly mentioned by the candidate):

5) Personal data of a vehicle (registration number for access to private customers' parking)

I, declare that I have read and understand the Part 1 which forms an integral part of this Consent and that I have been informed that the data contained in this form will be treated confidentially and in accordance with the provisions of EU Regulation 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

I declare this is my freely given consent and I also declare that these data are accurate and real.

I am aware that any query/ change of my declaration may be made by contacting ARTHUR HUNT Human Resources Consulting Ltd data privacy officer in writing at e-mail address: dataprotection@arthur-hunt.hu.