 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 1 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

## PRIVACY NOTICE – Softgarden

The KYOCERA AVX Components Europe Group and all its members (“KAVX” or “we”) herewith inform you about the processing of personal data in the course of the software “Softgarden”. Softgarden is a software we use for talent acquisition and recruiting. Specifically, Softgarden allows KAVX create a career page to find matching talents on the market.

Responsible controller of the personal data processed in the sense of the EU General Data Protection Regulation (GDPR) is the KAVX entity that you have an employment contract with. The contact details of the controller are provided in the respective job advertisement or your employment contract. If you are not certain about the correct contact details you can reach out to KYOCERA AVX Components Europe Group, Lilienthalstraße 17/17a, 85399 Hallbergmoos, Germany or via email to [dach.career@kyocera-avx.com](mailto:dach.career@kyocera-avx.com).

You can reach our global data protection officer by sending an e-mail to [DPO.KAVX@kyocera-avx.com](mailto:DPO.KAVX@kyocera-avx.com) or by sending a letter to KAVX. Any request will be forwarded to the responsible DPO of the individual controller.

In Germany and Austria you can also contact the data protection officer for your specific country:

Germany: [kavx-germany@first-law-dpo.de](mailto:kavx-germany@first-law-dpo.de)

Austria: [kavx-austria@first-law-dpo.at](mailto:kavx-austria@first-law-dpo.at)

Where the term "data" is used, only personal data within the meaning of the GDPR are meant. For the purposes of the UK, references to the GDPR mean, as applicable, the UK GDPR.

### 1. Website Visitors


#### 1.1 Server-log data

When using the career website, certain information is sent to the server of our website by the browser used on your device for technical reasons. This data is stored and processed on our server.

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 2 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

- (i) We process the following data for the purpose of providing the contents of the website that you have visited, to ensure the security of the IT infrastructure used, to correct errors, to enable and simplify searches on the website and to manage cookies. A change of purpose is not planned.
- (ii) The data processed is HTTP data: HTTP data is protocol data that is generated for technical reasons when the Website is visited via the Hypertext Transfer Protocol (Secure) (HTTP(S)): This includes IP address, type and version of your Internet browser, operating system used, the page visited, the page previously visited (referrer URL), date and time of the visit. HTTP(S) data also accumulates on the servers of service providers (e.g. when requesting third-party content).
- (iii) The legal basis for the processing is our legitimate interest in the operation of a website and the communication with communication partners (Article 6 (1) (f) GDPR).
- (iv) The data is automatically transmitted by the browser of the user.
- (v) Recipients of the personal data are IT service providers which we use as processors within the framework of a data processing agreement. For the usage of the Softgarden software we use the Softgarden e-recruiting GmbH, Tauentzienstraße 14, 10789 Berlin, Germany as a processor.
- (vi) IP addresses are anonymized after **24 hours** at the latest.
- (vii) Without disclosure of personal data the use of the website is not possible. Communication via the website without disclosure of data is technically not possible.


## 1.2 Technically required cookies

We use cookies on our website. Cookies are small text files containing information that can be stored on the user's device via the browser when visiting a website. The information stored in cookies can be read out and processed when the website is visited again using the same device. In doing so, we use processing and storage functions of the browser of your device and collect information from the storage of the browser of your device.

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 3 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

We set the JSESSIONID cookie on the careers page as a technically necessary session cookie. This saves a so-called session ID, with which various requests from your browser can be assigned to the joint session. This enables your computer to be recognised when you return to our website.

- (i) The purpose of the data processing is to enable the login and user-specific settings (e.g. language). A change of purpose is not planned.
- (ii) The processed data are data concerning the customer's account, your entries and selections on the website and a random session ID.
- (iii) The legal basis for the processing is our legitimate interest in storing your inputs for individual session in order to provide the respective functions or settings (Article 6 (1) (f) GDPR).
- (iv) The data is automatically transmitted by the browser of the user.
- (v) Recipients of the personal data are IT service providers which we use as processors within the framework of a data processing agreement.
- (vi) This session cookie is deleted when you log out or close the browser.
- (vii) Without disclosure of personal data the use of the website is not possible. Communication via the website without disclosure of data is technically not possible.


## 2. Applicant Data

- (i) The purposes of the processing are recruiting as well as applicant management including the structured recording, collection and presentation of applicant data, the communication of applicants, recruiters and HR managers, the implementation and communication of and with third parties and cooperation partners and the provision of a talent pool. After completion of an unsuccessful application process, we may, with your consent, store your applicant data in our applicant pool for renewed contact and, if necessary, process it further. In this case, we can also contact you in the future for suitable job postings that match your profile. A change of purpose is not planned.
- (ii) The processed data are:

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 4 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

- Personal Data: Form of Address, Academic Degree, First Name, Last Name, Nationality, Date of Birth, etc.
- Contact Data: Address, Phone number, Fax, Email Address, etc.
- Application Data: Photo, Cover Letter, Resume, Work Experience/References, (University) Certificates and other qualifications, Driver's License class, etc.
- Social Media Data: Profile Information (e.g. XING, LinkedIn, Facebook)
- Usage Data: Email Content, Invitations, Feedback, Ratings, etc.
- Account Data: Applicant Account, User ID


This information can be provided as part of the application in your applicant account, but is not all mandatory (especially Social Media Data).

- (iii) The legal basis for the processing of the personal, contact, application and usage data of the applicant is the initiation of an employment contract (Article 6 (1) (b) and Article 88 GDPR in conjunction with the local law at the headquarters of the KAVX company to which you are applying; for Germany Section 26 (1) BDSG is applicable). The legal basis for further storage of your data in the "Talent Pool" is your consent (Article 6 (1) (a) GDPR). The legal basis for the processing of special categories of data is carrying out the specific rights of the applicant in the field of employment and social security and social protection law (Article 9 (2) (b) GDPR). The legal basis for the processing of the applicant's account and log data is our legitimate interest in managing the application process effectively and efficiently by using the Softgarden software (Article 6 (1) (f) GDPR).
- (iv) Personal, contact, application and usage data actively provided by the data subject. The account data are collected automatically by the browser of the data subject.
- (v) Recipients of the personal data are the responsible and decision making employees as well as IT service providers which we use as processors within the framework of a data processing agreement. For the usage of the Softgarden software we use the Softgarden e-recruiting GmbH, Tauentzienstraße 14, 10789 Berlin, Germany as a processor.
- (vi) Personal, contact, application, usage and account data which are stored in a user account are anonymized six months after the end of the specific application process. Log data are anonymized after 24 hours.

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 5 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

- (vii) The provision of personal data is required for the examination of the job application and, if applicable, the subsequent conclusion of an employment contract. Without personal data, a job application cannot be considered. However, applications can be submitted without providing the information that has been marked as voluntary. If you do not wish to be included in our applicant pool, this will not result in any disadvantages for you in future application procedures.


### 3. KAVX Recruiter and Employee Data

- (i) The purpose of the processing is primarily the performance of the employment contract. The tasks include recruiting and applicant management including the structured recording, collection and presentation of applicant data, the communication of applicants, recruiters and HR managers, the implementation and communication of and with third parties and cooperation partners and the provision of a talent pool. A change of purpose is not planned.
- (ii) The processed data are:
- Personal Data: Form of Address, Academic Degree, First Name, Last Name, functional level, company, etc.
  - Contact Data: Company headquarters, Phone number, Fax, Email Address, etc.
  - Usage Data: Email Content, Invitations, Feedback, Ratings, etc.
  - Account Data: Applicant Account, User ID
- (iii) The legal basis for the processing of the personal, contact and usage data of KAVX recruiters and employees is the performance of their respective (employment) contract with KAVX (Article 6 (1) (b) and Article 88 GDPR in conjunction with the local law; for Germany Section 26 (1) BDSG is applicable). The legal basis for the processing of the account data is our legitimate interest in managing the application process effectively and efficiently by using the Softgarden software (Article 6 (1) (f) GDPR).
- (iv) Personal, contact and usage data are actively provided by the data subject. The account data are collected automatically by the browser of the data subject.

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 6 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

- (v) Recipients of the personal data are IT service providers which we use as processors within the framework of a data processing agreement. For the usage of the Softgarden software we use the Softgarden e-recruiting GmbH, Tauentzienstraße 14, 10789 Berlin, Germany as a processor.
- (vi) All contractual and booking relevant data will be stored in accordance with tax and commercial law retention periods for a period of ten calendar years after the end of the contract. Log data are anonymized after 24 hours.
- (vii) The provision of personal data is required for the usage of the carrer website. Without disclosure of personal data the use of the website is not possible.


#### 4. Rights of Data Subjects and Further Information

- (i) We do not use any methods of automated individual decision-making.
- (ii) You have the right to request information at any time about all your personal data which we are processing.
- (iii) If your personal data is incorrect or incomplete, you have the right to have it rectified and completed.
- (iv) You can request the erasure of your personal data at any time, as long as we are not bound by legal obligations that require or allow us to continue processing your data.
- (v) If the applicable legal requirements are met, you can request a restriction to the processing of your personal data.
- (vi) You have the right to object to the processing, insofar as the data processing is based on profiling or direct marketing purposes.
- (vii) If the processing is carried out on the basis of the balancing of interests, you may object to the processing by stating reasons arising from your particular situation.
- (viii) If the data processing takes place on the basis of your consent or a contract, you have the right to a transfer of the data provided by you, insofar as the rights and freedoms of others are thereby not impaired.

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**

 CORPORATE GUIDANCE Proprietary Document			Document Name  PRIVACY NOTICE – Softgarden	Changes from Last Revision
Rev.	Date	Document Owner	Doc. No: 1	Page 7 of 7
A	07-19-22	NB	Reviewed & Approved: Signature(s) on file	Distribution: KAVXNet

- (ix) If we process your data on the basis of a declaration of consent, you have the right to revoke this consent at any time with future effect. The processing carried out prior to a revocation remains unaffected by the revocation.
- (x) Moreover, you have the right to file a complaint at any time with a data protection supervisory authority, if you believe that data processing has been carried out in violation of the applicable law.

Last updated July 18, 2022

---

This document is the property of KYOCERA AVX Components Corporation and must not be copied, or in any way be communicated to persons other than those requiring the information for execution of their duty.

**UNCONTROLLED IF PRINTED**