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Evotec companies

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## Privacy Information

(Please keep a copy of this document)

### Responsible body:

The specific company you are applying to is responsible for the collection and processing of your personal data. The questions asked during your online application are required to carry out the application in accordance with Art. 88 GDPR in conjunction with the respective applicable national law. Only the fields marked as optional do not have to be filled in and can be filled out voluntarily. You'll find the contact information of the company you're applying for below:

- Evotec SE, Manfred Eigen Campus Essener Bogen 7 22419 Hamburg, +49 (0) 40 560 81 0, info@evotec.com
- Evotec International GmbH, Manfred Eigen Campus Essener Bogen 7 22419 Hamburg, +49 (0) 40 560 81 0, info@evotec.com
- Evotec (UK) Ltd., 114 Innovation Drive, Milton Park, Abingdon, Oxfordshire OX14 4RZ, UK, +44 (0).1235.4336.00, info@evotec.com
- Evotec (France) SAS, 195 route d'Espagne 31036 Toulouse Cedex, +33 534 63 22 00, info@evotec.com
- Evotec (US) Inc., 303B College Road East Princeton, NJ 08540 U.S.A, +17323292355, info@evotec.com
- Evotec (München) GmbH, Am Klopferspitz 19a 82152 Martinsried, +49.(0)89.45244 65-0, info@evotec.com
- Evotec ID (Lyon) SAS, Campus Mérieux 1541 Avenue Marcel Mérieux 69280 Marcy l'Etoile, +33 437.668.400, info@evotec.com
- Cyprotex US, LLC, 313 Pleasant St. Watertown, MA 02472 U.S.A, +1.888.297-7683, enquiries@cyprotex.com
- Cyprotex Discovery Ltd, No 24 Mereside, Alderley Park, Macclesfield Cheshire SK10 4TG, UK, +44(0).1625.5051-00 enquiries@cyprotex.com
- Aptuit (Oxford) Limited, 111 Innovation Drive Abingdon, Oxford Oxfordshire OX14 4RZ, UK, +44 (0).1235.4336.00, contactus@aptuit.com
- Aptuit (Potters Bar) Limited, 111 Innovation Drive Abingdon, Oxford Oxfordshire OX14 4RZ, UK, +44 (0).1235.4336.00, contactus@aptuit.com
- Aptuit (Verona) Srl, Via Alessandro Fleming 4, 37135 Verona, Italy, +39 045.821.8111, contactus@aptuit.com
- Aptuit (Switzerland) AG, Kägenstrasse 17, 4153 Reinach, Schweiz, +41 617.1685.85, contactus@aptuit.com

Entities outside of the European Union are represented by the Evotec SE according to Art. 27 GDPR.

**Your processed data:**

We collect core personal data that is necessary to carry out the application, which is: Name, address, gender, phone number. We collect this information from you directly or via a third party to whom you entrusted your application data for reasons of application. We also collect and process any other data you provide us voluntarily within the course of your application which is e. g. your CV, your cover letter or your picture. If you do not declare your voluntary consent to the further processing of your data in our Talent Pool, your data will only be transferred to the corresponding Human Resource officer and line manager, who is responsible for your application. The legal basis for this additional processing is Art. 6 para 1 lit. a GDPR. You may revoke your consent for the Talent Pool at any time by sending us an email to the site where the position you applied is based. Your data will then be deleted within 1 month:

Aptuit UK: OXFGMHR@aptuit.com

Aptuit Italy and Switzerland: VERGMHR@aptuit.com

Evotec France: recruitment@evotec.com

Evotec Germany: recruitment@evotec.com

Evotec UK: human-resources-UK@evotec.com

Cyprotex UK: recruiting@cyprotex.com

Evotec and Cyprotex US: info@evotec.com

**Optional information:**

Insofar as we ask you for pictures within the framework of the recruitment process, this is done on the basis of a separate declaration of consent on the basis of Art. 6 para 1 lit. a GDPR, which is voluntary and which you can revoke at any time by sending us an email to the respective e-mail-address below. Your data will then be deleted within 1 month.

Aptuit UK: OXFGMHR@aptuit.com

Aptuit Italy and Switzerland: VERGMHR@aptuit.com

Evotec France: recruitment@evotec.com

Evotec Germany: recruitment@evotec.com

Evotec UK: human-resources-UK@evotec.com

Cyprotex UK: recruiting@cyprotex.com

Evotec and Cyprotex US: info@evotec.com:

**Data deletion:**

All data collected by us will be destroyed or deleted as soon as it is no longer needed for the performance of the application - which is in general after six months depending on the country - or as soon as the employment relationship has been terminated and legal retention periods are no longer contradictory based on local requirements.

**Confidential treatment of your data:**

Your data will be treated confidentially in any case. We only transfer data to third parties if this is absolutely necessary and there is a legal basis.

If necessary, we may also pass on your data to service providers who support us, for example, in the areas of IT or archiving and destruction and with whom separate contracts for data processing have been arranged.

Furthermore, in individual cases further legal obligations (e. g. requests from authorities) may exist for the transmission of data. These transmissions don't take place in general, but only in specific individual cases.

As parts of our recruitment system are provided by Workday, your personal data is being transferred to a country outside of the European Union ("third country"). As Workday is situated in the US, to ensure an appropriate level of data protection, Workday got Privacy Shield certified and is obliged to obey the European data protection regulations.

#### **Your privacy rights:**

As a data subject, you have the right to be informed about the personal data concerning you , as well as to correct incorrect data You also have the right to have your data deleted if one of the reasons stated in Article 17 of the GDPR applies, e. g. if the data is no longer required for the purposes pursued. You may delete your account in the account area after logging in with your credentials. For Lyon you may then click on Applicants -> My Account -> Delete Account.

For Germany, France (Toulouse), Italy, UK, USA and Switzerland please send an e-mail to the site where the position you applied is based and inform us about your wish to get your account deleted. It will then be deleted within 1 month:

Aptuit UK: OXFGMHR@aptuit.com

Aptuit Italy and Switzerland: VERGMHR@aptuit.com

Evotec France: recruitment@evotec.com

Evotec Germany: recruitment@evotec.com

Evotec UK: human-resources-UK@evotec.com

Cyprotex UK: recruiting@cyprotex.com

Evotec and Cyprotex US: info@evotec.com:

Furthermore, there is the right to restrict processing if one of the prerequisites specified in Art. 18 GDPR is fulfilled and, in the cases of Art. 20 GDPR, the right to data portability.

Any person affected has the right to appeal to a data protection authority if he or she considers that the processing of the data relating to him or her is in conflict with the data protection legislation. In particular, the right of appeal may be invoked before a data protection authority in the Member State of the person concerned, the place of residence or employment or the place of the suspected infringement.

#### **Our data protection officer:**

You also have the right to contact our data protection officer at any time, who is obliged to maintain confidentiality regarding your request. The contact details of our data protection officer are as follows:

#### **CONTACT DETAILS**

Peter Suhren

FIRST PRIVACY GmbH

Konsul-Smidt-Straße 88

28217 Bremen

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Web: www.first-privacy.com