

## INFORMATION ABOUT PROCESSING OF PERSONAL DATA FOR JOB SEEKERS WITHIN SKISTAR AND WHOLLY-OWNED COMPANIES WITHIN THE SKISTAR GROUP (VERSION 2023:06)

### Personal Data Controller

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## I FOR JOB SEEKERS

SkiStar processes all personal data in accordance with EU data protection legislation, the General Data Protection Regulation (GDPR). SkiStar AB is responsible for the handling of the personal data we collect from you. SkiStar Norge AS, org.nr NO 977 107 520 MVA, is part of the SkiStar Group and processes your data when you are in contact with one of our Norwegian destinations. SkiStar AB and SkiStar Norge AS thus have joint personal data responsibility for certain data we collect about you when you are in contact with a Norwegian destination, but SkiStar AB has overall responsibility for the entire group's operations and exercises a dominant influence over the group companies. SkiStar AB is your main contact for questions and to exercise your rights. However, what is stated in this information document is applied by all companies within the SkiStar Group.

### I.1 Personal data that may be processed when you apply for a job with us

SkiStar processes personal data about you in connection with you submitting a job application to us and throughout the recruitment process.

The categories of personal data SkiStar may process are:

- **Image/video** (e.g. image on SkiPass, camera surveillance (CCTV), images/videos on social media or website, user-generated images within SkiStar Game)
- **Identity data** (e.g. name, customer number, social security number (used in specific cases and printed separately), date of birth, gender, nationality).
- **Comments/references/evaluation** (e.g. related to the person, employer)
- **Contact information** (e.g. email address, mailing address, telephone number)
- **Lifestyle-related data** (e.g. interests)
- **Psychological information** (e.g. personality, character)
- **Recruitment information** (e.g. CV, personal letter, rating)
- **Information that the job seeker provides** (e.g. answers to selection questions, information in correspondence via e-mail, chat, phone)
- **Information that the job seeker provides in the whistleblowing service/reporting channel** (the reporting person can choose to report anonymously or to come forward with his/her personal data. The data is shared with SkiStar to the extent necessary.)
- **Information regarding final convictions in criminal cases and violations** (e.g. criminal records)
- **Education/career** (e.g. education, professional qualifications, historical career, experience, publications)

SkiStar never collects more information about you than necessary, for example we only collect criminal records from job seekers for services that include handling of children.

### I.2 What the personal data is used for and on what legal basis

In the table below, you can read about 1) the purpose for which we use your personal data (the purpose), 2) the categories of personal data we may use for each purpose and whether we have received the data from you or another source, and 3) the legal basis on which we use your data. If you want to read about when we delete your personal data, see section I.4.

1) Purpose for processing the personal data	2) Types of personal data and where they come from (the source)	3) Legal basis for processing under the GDPR
Manage criminal records for certain services	<u>Data coming from someone other than you:</u> Police: <ul style="list-style-type: none"><li>• Identity data</li></ul>	Legal obligations (there are laws or regulations that ensure that the personal data controllers

	<ul style="list-style-type: none"> <li>• Contact information</li> <li>• Information regarding final convictions in criminal cases and violations</li> </ul>	must process certain personal data in their business)
Administration and management of recruitment, including resource and recruitment planning, as well as application and recruitment process	<p><u>Data coming from you:</u></p> <ul style="list-style-type: none"> <li>• Image/video</li> <li>• Identity data</li> <li>• Contact information</li> <li>• Lifestyle-related data</li> <li>• Psychological information</li> <li>• Recruitment information</li> <li>• Information that the job seeker provides</li> <li>• Education/career</li> </ul> <p><u>Data coming from someone other than you:</u> SkiStar:</p> <ul style="list-style-type: none"> <li>• Comments/references/evaluation</li> </ul>	Balancing of interests (the interests of the controller outweigh those of the data subject and the processing is necessary for the purpose)
Information for job seekers about SkiStar	<p><u>Data coming from you:</u></p> <ul style="list-style-type: none"> <li>• Identity data</li> <li>• Contact information</li> </ul>	Balancing of interests (the interests of the controller outweigh those of the data subject and the processing is necessary for the purpose)
Providing and administering the whistleblowing service/reporting channel and investigating any reports therein	<p><u>Data coming from you:</u></p> <ul style="list-style-type: none"> <li>• Information that the job seeker provides in the whistleblowing service/reporting channel</li> </ul>	<p>For Sweden: Legal obligations (there are laws or regulations that ensure that the personal data controllers must process certain personal data in their business)</p> <p>For Norway: Balancing of interests (the interests of the controller outweigh those of the data subject and the processing is necessary for the purpose)</p>

With regard to the above purposes that SkiStar processes after balancing of interests, SkiStar has the following legitimate interests in processing the data:

- To meet SkiStar's interest in assessing, developing and improving the company's services.
- To be able to contact and inform the job seeker
- Being transparent towards shareholders and the public
- Send offers and special communications

SkiStar only processes your personal data for the purposes for which it was collected and as described above. If SkiStar needs to process your personal data for any other purposes or for any purpose that requires your consent under data protection legislation, SkiStar will inform you about this or obtain your consent in advance.

### 1.3 Who may we share your personal data with?

In order to meet the objectives of our processing of your personal data, we use a number of different IT services and IT systems in our business, for example to handle and process your job application. Some systems are installed locally with us and it is only our staff who have access to the data. In these cases, there is no transfer to third parties. Some systems, however, are cloud solutions or installed by the provider, which means that we transfer personal data to the provider. In such cases, the provider is our data processor and handles the data on our behalf and under our instructions.

Your personal data may also be transferred or shared with SkiStar's central HR functions, interviewers and the manager(s) of the position(s) you are applying for. Your personal data may also be disclosed to other wholly or co-owned companies within the SkiStar Group for specified purposes.

The whistleblowing service/reporting channel is a secure system provided by KPMG AB, a partner which operates independently of SkiStar, and is therefore completely separate from SkiStar and can receive reports around the clock. SkiStar has chosen this solution to promote reporting and to ensure that independent and autonomous persons handle incoming cases.

#### **1.4 How long we store your personal data**

The personal data submitted to us in connection with your job application/recruitment are stored for two years from the day of a decision that the recruitment does not lead to recruitment. If recruitment exceeds the recruitment of a job, all application documents are kept for as long as the employment continues and two years after the employment has ended.

#### **1.5 Your rights**

You have the right to:

- Get access to your personal data. You can request a copy of the information you would like and verify the information we hold about you. A copy is free of charge to request.
- Obtain rectification of inaccurate or incomplete personal data.
- Get your data deleted in certain cases, for example if your personal data is no longer necessary for the purposes for which it was collected.
- Get a restriction on the processing of your personal data in certain cases – for example if you have objected to the processing of your personal data based on balancing of interests – while checking whether our reasons weigh up than your interests, rights and freedoms.
- Receive and transfer personal data to another data controller in certain cases (data portability).

You can contact our Data Protection Officer (contact details as above) with any questions about the handling of personal data and your rights. When requesting access to your data, you can send an email to [personuppgifter@skistar.com](mailto:personuppgifter@skistar.com) as we have special case handling for such requests.

#### **1.6 Objection to treatment**

You have the right to object to processing of your personal data based on a balancing of interests. Continuous processing of your personal data requires that we can show overriding legitimate reasons that weigh up than your interests, rights and freedoms, or if this is done in order to establish, exercise or defend legal claims.

#### **1.7 Complaints**

You are welcome to contact our Data Protection Officer (contact details above) if you have any complaints regarding SkiStar's processing of personal data. You also have the right to file a complaint with the Privacy Authority or any other competent supervisory authority within the EU.