

## **Privacy Statement**

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### **Overview**

EADS appreciates your interest in its products and your privacy is important to us and we want you to feel comfortable visiting our sites. The protection of your privacy in the processing of your personal data is an important concern to which we pay special attention during our business processes. Personal data collected during visits to our websites are processed by us according to the legal provisions valid for the countries in which the websites are maintained. In addition our Data Protection Policy complies with codes of conduct applicable company-wide for EADS.

The EADS website may include, however, links to other websites which are not covered by this Privacy Statement. EADS respects your privacy and personal sphere.

### **Collection and retention of personal data**

You do not have to give us any personal information in order to perform job searches. Nevertheless, to apply or register in the eRecruiting@EADS tool, and to be recognised as an EADS employee, you will have to type your personal username and a password. In some areas of the eRecruiting@EADS tool, it is required that you provide personal data, including your name, address, e-mail address and telephone number. From these your identity as an EADS employee, if so, is discernible for the aim of identity proofing.

If you use the eRecruiting@EADS tool to build a CV to put in the jobseekers' CVs database, then you will be providing the HR Department with personal data which will be used in accordance with this Statement. We strongly suggest that your CV should not contain data relating to your (i) racial or ethnic origin (ii) political beliefs (iii) philosophical or religious beliefs (iv) membership of a trade union or political party (v) physical or mental health (vi) sexual life or (vii) the commission of criminal offences or proceedings. If your CV does contain such data, then you agree that we may retain this information and use it in accordance with this Statement.

### **Use of your information by EADS**

EADS uses the information gathered on the web application eRecruiting@EADS, whether personal, demographic, collective or technical, for the purposes of administering and managing your registration, responding to any queries you may have, operating and

improving the website, fostering a positive user experience and delivering the products and services that we offer to jobseekers and hiring managers.

If you have so agreed when registering, or subsequently, or if permitted by applicable law, we may use your contact information in order to send you e-mail or other communications regarding updates on the website, such as new opportunities and additional listings which may be of interest to you.

### **Disclosure of information to others than the HR Department**

We disclose to HR operators or line managers your personal information, combined personal and demographic information, as set forth below.

- We may disclose such information to the involved parties if you consent to such disclosure, either because you are considered for a vacancy you have applied for, or because you made your CV searchable for job opportunities to be contacted for. You may make your CV unsearchable again at any time.
- We may disclose such information if legally required to do so, if requested to do so by a governmental entity or regulatory authority or if we believe in good faith that such action is necessary to: (a) conform to legal requirements or comply with legal processes; (b) prevent a crime or protect national security; or (c) protect the personal safety of users or the public.

### **CVs**

Since eRecruiting@EADS is a career site within EADS' perimeter, we give you the option of putting your CV in the database. There are two ways of doing this:

- You can store your CV in the eRecruiting@EADS database, but not allow it to be searchable by potential employers. Not allowing your CV to be searchable means that you can use it to apply for jobs online, but recruiters will not have access to search for it through the CV database.
- If you allow your CV to be searchable, then all HR parties with access to the searchable CV database will have access to your CV. You can also allow your CV to be searchable but remove your contact details. However, you should be aware that in this situation if you have a rare skill, it may still be possible for a recruiter to identify you even without your contact details being included. If you are worried about being identified, you should not include specific skills or details by which you could be identified.

EADS is committed to limiting the access to the searchable CV database only to EADS Human Resources professionals involved in recruitment activities. You may remove your CV from the eRecruiting@EADS searchable database at any time. However, recruiters and operators who have access to the database may have retained a copy of your CV in their own files: in this case these recruiters and operators are directly responsible for treating the copy of your CV in compliance with the EADS Data Protection Policy. If you provide us with details of a referee, it is your responsibility to ensure that the

person is aware that you have forwarded his/her details and has consented in writing for you to do so.

### **Updating or deleting your information**

You may review, correct, update or change your CV at any time. Simply log into your eRecruiting@EADS account, go to your CV, review it and, if you wish, edit it with the options provided.

If you wish to delete your information in the eRecruiting@EADS tool at any time, please contact us at eRecruiting@eads.net. An e-mail will be sent to you to confirm that your information has been deleted.

If you wish to revoke your consent to this Privacy Statement, please contact us at eRecruiting@eads.net. However, please note that if you do withdraw your consent, you may not be able to use the relevant services and your account profile information will be deleted.

Since EADS believes that managing your career is a life-long process, we retain all the information we gather about you in an effort to make your repeat use with us more efficient, practical and relevant until you change or remove your personal data as detailed above.