

DATA PROTECTION INFORMATION FOR JOB APPLICANTS TO WUXI BIOLOGICS GERMANY GMBH

- Information pursuant to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR) -

Dear job applicant

In the following, we will inform you about the processing of your personal data (Article 4(2) GDPR) in connection with the recruitment process.

1. Who is the data controller and whom can you contact?

The controller for the processing of your personal data is:

WuXi Biologics Germany GmbH, CHEMPARK Leverkusen, Building D201, Gate 133, 51368 Leverkusen

You can contact the company data protection officer at:

Data protection officer: shen_jialu@wuxibiologics.com

2. Processed data

We process the following data or categories of data which we received directly from you:

- Master data (e.g. name, address, date of birth, email address, phone number)
- Education data (e.g. high school, company-based training, university)
- Non-business interests (e. g. hobbies, honorary office)
- Passport photo
- Further application data (data you voluntarily disclose e.g. in your cover letter, CV, certificates)
- Communications data (e.g. any personal data you disclose in personal, telephone or written communication)
 - Privacy statements (consent to the processing of personal data, revocation of your consent; objections to the processing of personal data; statements asserting your rights of access, to rectification, erasure, restriction of processing, and data portability, including the information you provide us by asserting your rights)

3. How long will your data be stored?

We process personal data only as long as it is necessary for the purposes listed below.

In case of an unsuccessful application, we erase your personal data no later than six months after you have received our rejection of your application.

4. What are the purposes and what is the legal basis for processing your data?

We process your personal data for various purposes in accordance with the provisions of the European Data Protection Regulation (GDPR) and the Federal Data Protection Act (FDPA) (Bundesdatenschutzgesetz (BDSG)). The processing purposes include in principle: processing for the initiation of a contractual relationship (Article 6(1)(b) GDPR), for the protection of legitimate interests (Article 6(1)(f) GDPR), upon your consent (Article 6(1)(a) GDPR). For further details on the purpose of data processing, please see below table.

Purpose / legitimate interest	Processed data or categories of data	Legal basis
Administration and evaluation of application; confirmation or rejection of application	Master data; Education data; Non-business interests; Passport photo; Communications data; Further application data	§ 26 Abs. 1 S. 1 BDSG
In case of a successful application: transfer of application documents/ personal data to personnel file	Master data; Education data; Non-business interests; Passport photo; Further application data	§ 26 Abs. 1 S. 1 BDSG, Art. 6 (1) lit. f GDPR
Assertion, exercise or defense of legal claims	Master data; All data or categories of data that are relevant to the legal claim.	Art. 6 (1) lit. f GDPR
Consent management (administration of data protection consent and revocation statements)	Master data; Privacy Statements.	Art. 6 (1) lit. c GDPR
Affected rights management (processing of data subjects' requests for access, rectification, erasure, restriction and/ or data portability; processing of data subjects' objection pursuant to Art. 21 GDPR)	Master data; Privacy statements; All data or categories of data that are the subject of the request.	Art. 6 (1) lit. c GDPR

5. Who receives your data?

a) Within WuXi Biologics Germany GmbH

Within WuXi Biologics Germany GmbH only such positions will receive your data which are entrusted with the preparation of the employment relationship and the recruitment process. These are the HR staff members as well as the departments in which you will be deployed, there only the managers and superiors.

b) Controller

- A joint controllership according to Art. 26 GDPR exists within the recruitment process with the following entity:

- WuXi Biologics Co., Ltd, 108 Meiliang Road, Mashan, Binhu District, Wuxi, Jiangsu, China

For more information we refer to the information document regarding Art. 26 GDPR (please see below).

6. Will data be transferred to a third country or an international organisation?

WuXi Biologics Germany GmbH will transfer data to WuXi Biologics Co. Ltd. This transfer is made according to the Standard Contractual Clauses (Controller to Controller Set I).

As the HR-Management within WuXi Biologics Germany GmbH has not been fully established and the relevant decision makers regarding HR-questions for the group of companies are employed by WuXi Biologics Co., Ltd. in China, WuXi Biologics Germany GmbH provides the data to WuXi Biologics Co., Ltd. This only applies for data of candidates who were not already rejected by the pre-screening by WuXi Biologics Germany GmbH.

The data transferred to China will be pseudonymized before the transfer. Pseudonymisation means the processing of personal data in such a way that the data can no longer be attributed to a specific data subject without the use of additional information, as long as such additional information is kept separately and subject to technical and organizational measures to ensure non-attribution to an identified or identifiable individual.

7. Am I obliged to provide data?

There is no legal or contractual obligation to provide personal data. However, in order to process and evaluate your application we require personal data regarding your qualification for the applied position. Without this personal data, we will have to reject your application.

8. To which extent will there be automated individual decision-making?

Our decision-making during the application process is not based on automated processing pursuant to Article 22 GDPR.

9. To which extent will your data be used for profiling?

Your data will not be used for profiling. Profiling is any type of automated processing of personal data where these data are used to analyse or predict certain personal aspects.

10. What are your data protection rights?

Each data subject has the right of **access** pursuant to Article 15 GDPR, the right to **rectification** pursuant to Article 16 GDPR, the right to **erasure** pursuant to Article 17 GDPR, the right to **restriction of processing** pursuant to Article 18 GDPR and the right to **data portability** pursuant to Article 20 GDPR. To exercise the above rights you may contact the body mentioned in section - General Information "Who is the data controller and whom can you contact?"

If the processing of your personal data is carried out on grounds of our legitimate interests pursuant to Article 6(1)(f) GDPR you may object to such processing in accordance with the statutory requirements pursuant to Article 21 GDPR. To find out more about your right to object please see "Information on your right to object pursuant to Article 21 GDPR" at the end of this data protection information.

Moreover, you are entitled to lodge a complaint with the supervisory authority (Article 77 GDPR), should you believe the processing of your personal data to be unlawful. The right to lodge a complaint is without prejudice to any other administrative or judicial remedy. The supervisory authority responsible for our company is:

Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen (LDI NRW)/
The North Rhine-Westphalia Commissioner for Data Protection and Freedom of Information (LDI NRW),
Kavalleriestr. 2-4, 40213 Düsseldorf.

Information on your right to object under Article 21 General Data Protection Regulation (GDPR)

You have the right to object, on grounds relating to your particular situation, at any time to the processing of your personal data which is based on Article 6(1)(f) GDPR (data processing based on a balancing of interests); this includes profiling within the meaning of Article 4(4) GDPR based on this provision.

If you lodge an objection, your personal data will no longer be processed unless we can demonstrate compelling legitimate grounds for such processing which override your interests, rights and freedoms, or if the processing is for the establishment, exercise or defence of legal claims.

Information on shared responsibility

in accordance with Article 26 (2) sentence 2 of the Basic Data Protection Regulation (GDPR)

What is the reason for shared responsibility?

For the recruitment of employees for WuXi Biologics Germany GmbH, WuXi Biologics Germany GmbH (Party 1) and WuXi Biologics Co., Ltd (party 2) work closely together. This also applies to the processing of your personal data. The parties have jointly determined the order in which this data will be processed in the various stages of the process. They are therefore jointly responsible for the protection of your personal data within the process stages described below (Art. 26 DS-GVO).

Party 1: WuXi Biologics Germany GmbH, CHEMPARK Leverkusen, Building D201, Gate 133, 51368 Leverkusen

Party 2: WuXi Biologics Co., Ltd, 108 Meiliang Road, Mashan, Binhu District, Wuxi, Jiangsu, China

For which process stages is there joint responsibility?

The recruitment process is a shared responsibility. Party 1 belongs to the same group of companies as Party 2. Since HR management has not yet been fully established in the German GmbH and the decision-makers for HR issues for the group of companies are employed by the party 2 based in China, the data will be transferred to China. The data will be pseudonymised beforehand by Party 1. Such data transfer is based on standard contractual clauses (controller to controller Set I). During a preparatory phase Party 1 will preselect candidates for the relevant open positions, reject candidates not meeting the required qualifications and will provide Party 2 with application data so that a well-founded decision can be made by Party 1 and Party 2 on the application.

What have the parties agreed?

As part of their joint responsibility under data protection law, Party 1 and Party 2 have agreed which of them will fulfil which obligations under the GDPR. This relates in particular to the exercise of the rights of the data subjects and the fulfilment of the information obligations under Articles 13 and 14 of the GDPR.

This agreement is necessary because when recruiting employees for WuXi Biologics Germany GmbH, personal data is processed in different process sections and systems operated by either Party 1 or Party 2.

Process section / EDP system	Fulfilment of duties by:
Process section 1 Preparatory phase	Party 1
Process section 2 Decision phase	Party 1 and Party 2

What does this mean for those affected?

Even if there is a joint responsibility, the parties fulfil the data protection obligations in accordance with their respective responsibilities for the individual process stages as follows:

- Within the framework of shared responsibility
 - Party 1 is responsible for the processing of the personal data in Section 1; and
 - Party 1 and Party 2 are equally responsible for the processing of the personal data in Section 2
- Party 1 will make the information required under Articles 13 and 14 of the GDPR available to data subjects free of charge in a precise, transparent, comprehensible and easily accessible form in clear and simple language. Each party shall provide the other party with all necessary information from its sphere of activity.
- The parties shall inform each other immediately of any legal positions asserted by affected parties. They shall provide each other with all information necessary to respond to requests for information.

Data protection rights can be asserted by either parties. In principle, data subjects receive the information from the body from which rights have been asserted.