



Candidate Privacy Statement

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Privacyverklaring kandidaten

This privacy statement applies to candidates (hereinafter 'candidate') who are interested in working at ASR Nederland N.V. (hereinafter 'a.s.r.'). In this privacy statement, we explain how we handle your personal data when you apply to us (directly or via an external party) for a vacancy, when you create a vacancy alert, when you visit one of our recruitment events, when you visit our "working at a.s.r." website or when you contact the recruiter or any other contact person of a.s.r.

This privacy statement does not apply to (future) employees for whom the process of joining the company has started, employees who have entered the employment of a.s.r., former employees and to external employees (hereinafter: 'employee'). These employees are subject to the Employee Privacy Statement.

Who are we?

ASR Nederland N.V. is the controller and point of contact for the processing of personal data by the following entities and labels (which may be (co-)responsible for the processing of personal data): ASR Levensverzekering N.V., ASR Basis Ziekttekostenverzekeringen N.V., ASR Aanvullende Ziekttekostenverzekeringen N.V., ASR Schadeverzekering N.V., ASR Vermogensbeheer N.V., ASR Real Estate B.V., ASR Vitaliteit en Preventieve Diensten B.V., ASR Premiepensioeninstelling N.V., ASR Vooruit ASR Re-integratie B.V., Ardanta and Loyalis.

Visiting address:

Archimedeslaan 10
3584 BA Utrecht

Postal address:

Postbus 2072
3500 HB Utrecht

How do we handle your personal data?

a.s.r. and all its brands handle your personal data with due care. In doing so, we adhere to the applicable (privacy) legislation. All employees must observe confidentiality and they have taken an oath or have made a solemn affirmation to act with integrity and due care.

What personal data do we process?

When you create a vacancy alert or apply for a vacancy with us, you send us your personal data. The data we process include in any event: your name, address details, telephone number, e-mail address, nationality, date of birth and gender. During the application process, we will in any event also process data on your work experience, any salary details, whether you fall under a target group of the Participation Act (in which case we may also process your BSN), training courses and the results of assessments. If you are a national of a country outside the European Economic Area (EEA), we also process data on your work permit and residence permit. We also process data that you provide to us yourself by sending us your application letter and curriculum vitae (such as your photo or social media profile on LinkedIn, for example) or that you share with us during the job interview.

Third parties may also provide us with your personal data which we then process. For example a recruitment partner, such as a recruitment agency or a temporary employment agency. From employees with a vulnerable labour market position, we also receive data from the Employee Insurance Agency (UWV), local authorities and job coaching organisations, for example.

We record the data relevant to the application in a candidate file.

Social Media

This privacy statement also applies to data we obtain from you via social media platforms (such as LinkedIn). The use of social media is in all other respects your own responsibility. This privacy statement does not apply to the way in which social media platforms deal with the personal data provided by you. Please note that many social media platforms are established outside the EEA and store data outside the EEA. The EEA's privacy legislation usually doesn't apply in that case. We would advise you to consult the privacy statement of these social media channels for more information about the way in which they process your personal data.

Why do we process your data?

We treat your data confidentially and process them only for the following purposes.

- Sending you vacancies based on your vacancy alert or interest shown during one of our recruitment events;
- Searching online for suitable candidates;
- Determining/assessing whether you are suitable for the position you have applied for;
- For communication during the application process;
- Initiating the process of joining the company;
- Securing buildings and registering visitors;
- For contacting persons who gave references you share with us. We assume that the person who gave a reference agrees to share his/her data;
- To analyse and report on an aggregate level on recruitment activities carried out by us;
- For compliance with applicable legislation and regulations.

Website

Our website uses various types of cookies. It is important to us that you have control over your online privacy. Therefore we would like to inform you as comprehensively as possible about the cookies we use and for what purposes. Please see our [cookie statement](#).

On what basis do we process your data?

We process your personal data on the basis of one of the following statutory bases:

- You have given consent to the processing. When we process your personal data on the basis of your consent, you may withdraw your consent at any time.
- The processing is necessary for the preparation of your (employment) agreement if we enter into such an agreement with each other.
- The processing is necessary because of a legitimate interest. For example, to send vacancies to you because you have created a vacancy alert or because you are seeking contact with an a.s.r. contact person.
- The processing is necessary to meet a statutory obligation.

Consequences of not processing personal data

The personal data we request from you are necessary for the purposes mentioned above. If you do not provide these data, this may affect the recruitment process.

How do we protect your data?

We handle your personal data carefully and take the necessary technical and organisational measures to ensure an adequate level of protection. We have taken these measures to protect your personal data against loss or unlawful processing. We take great care to ensure optimal security of our systems in which personal data are stored. For example, measures to keep our website and IT systems secure and prevent misuse. But also protection of physical spaces where personal data are stored. We monitor the security of our data traffic 24/7. We have an information security policy in place and provide training for our employees on personal data protection. Only authorised employees who need access to your data can view and process your data. All our employees have taken the oath or have made a solemn affirmation to that end, which means that employees promise or declare that they will comply with legislation and regulations and codes of conduct and will act with integrity.

How long do we keep your data?

We keep your personal data no longer than necessary for the purpose for which we collected your personal data or to comply with legislation and regulations. In some cases, the law prescribes how long we may or must keep data. In other cases, we determine how long we need your data based on legislation and regulations. We have drawn up a retention period policy for this purpose.

We keep most of your personal data for up to four weeks after the completion of the application process, unless you have given us your consent to keep your personal data longer. For example, to be able to approach you for any future vacancies. In that case, we will keep your personal data for up to one year from the time you gave your consent. We seek your consent as soon as you apply via our recruitment portal. You may withdraw your consent at any time. You can do this by deleting your account in our recruitment portal, unsubscribing to the vacancy alert or asking us to delete your data.

If your application leads to the conclusion of an employment agreement, your personal data will be retained in accordance with the retention period policy for employee personal data.

With whom do we share your data?

We only provide personal data to third parties if this is necessary for the aforementioned purposes and only on the bases stated in this privacy statement. Among others, we provide your personal data to the following third parties.

Within a.s.r.

We exchange your personal data within ASR Nederland N.V. By this we mean brands and entities that fall under ASR Nederland N.V. We only make these data available to those within a.s.r. who need these data because of their job. For example, staff who conduct the job interview with you.

Outside a.s.r.

We may also exchange your personal data outside a.s.r. In that case, we exchange your personal data with business relations such as employment agencies, intermediary agencies, recruitment agencies, service providers and (if necessary to comply with legislation and regulations) competent government bodies. For most vacancies, we ask you to take an online assessment during the application process. In that case, we will exchange your data with an assessment agency.

We may also outsource the processing of your personal data to third parties, for example an IT supplier. Where we remain responsible for processing your personal data, we make clear agreements with these parties to safeguard your privacy.

Your personal data will never be resold.

Transfer of personal data outside the EEA

Your data are mostly processed within the European Economic Area (EEA). If we share data with parties based in a country outside the EEA or if personal data are processed outside the EEA, we will ensure that the protection of your personal data remains sufficiently safeguarded. We then use the Standard Contractual Clauses, for example (European model contract provisions). We make clear agreements with parties so that processing takes place in accordance with European legislation.

What are your rights?

You have the right to access, correct or delete your personal data. In addition, you have the right to withdraw your consent to data processing or object to the processing of your personal data. Where necessary, before we can respond to your request, we may ask verification questions or request additional information to identify you. You can exercise your rights by sending a request to hr@asr.nl.

If we do not or cannot comply with your request, we will give you the reasons why we are unwilling or unable to do so.

a. Accessing or correcting data (inspection and rectification)

You have the right to ask us what personal data we process about you and/or to have incorrect data corrected.

b. Request for data to be deleted

In some cases and under certain conditions, you have the right to have the personal data we hold about you deleted.

This is the case if:

- the personal data are no longer necessary for the purposes for which they were collected or otherwise processed;
- you have withdrawn your consent to processing;
- you raise legitimate objections to the processing;
- your personal data have been unlawfully processed by us;
- there is a statutory obligation to delete the personal data.

c. Right of objection

You have the right to object at any time to the processing of your personal data carried out on the basis of a legitimate interest of a.s.r. or a third party. In this case, we will no longer process your data, unless there are compelling legitimate grounds for the processing which outweigh your interest or relate to the instituting, exercising or substantiating of a legal claim.

d. Right to restriction of processing

If you believe we are processing your personal data unlawfully, you can request restriction of processing. This means that the data will not be processed by us for a certain period of time.

e. Right to transfer the data (data portability)

You have the right to obtain a copy of the personal data you have provided to us for the performance of a contract you have concluded with us or based on your consent. This concerns only personal data received from you and not data received from third parties. The purpose of this right is to allow you to easily transfer these data to another party.

Profiling and automated decision-making

At times, profiling may occur, for example when we ask you to take an assessment. Based on personal preferences you specify during an assessment, a profile of you will be created. This is part of the recruitment process. We do not use automated decision-making.

Any questions or complaints?

Do you have questions about the Candidate Privacy Statement, or do you need more explanation on how we handle your personal data and your privacy as a candidate? Please contact HR by sending an email to HR@asr.nl.

You can also contact the Data Protection Officer of ASR Nederland N.V. Please send an email to privacy@asr.nl or send a letter to a.s.r., for the attention of the Data Protection Officer. Our address is:

a.s.r.
Attn. the Data Protection Officer
Afdeling Integriteit (Integrity department)
Postbus 2072
3500 HB Utrecht

You can also file a complaint with the Dutch Data Protection Authority (www.autoriteitpersoonsgegevens.nl, tel. 088-1805250).

Adaptation of the privacy statement

Privacy legislation continues to evolve. We may update this privacy statement to keep it up-to-date. We do so in the event of new developments, for example if there are changes in our business activities or in legislation or the case law. We therefore ask you to consult this privacy statement regularly to keep yourself informed. If there is a material change to this Candidate Privacy Statement, we will provide you with a clear notification (e.g. on our website).

This Candidate Privacy Statement was last updated on 01-05-2023.

