Lens,

Rights for individuals in relation to Data Protection

As of May 2018

Partner of Kennedy Executive

Dear Reader,

Under the General Data Protection Regulation (GDPR/AVG), You have more opportunities to stand up for yourself if your personal data is processed by Lens,. Your existing privacy rights are extended and 2 new rights apply.

In this document you can find all of your rights and how to use them in relation to your data stored by Lens.

Kind regards,

Lens,

Disclaimer: this is not a legal document

Your GDPR Privacy Rights

- The right to transfer personal data (NEW).
- The right to be 'forgotten' (NEW).
- Right of inspection of data stored.
- The right to change the personal data Lens, processes.
- The right to have less data processed.
- The right with regard to automated decision-making and profiling. As candidate you can request a personal opinion on an automated assessment carried out by Lens,
- The right to object to data processing.
- Finally, people are entitled to clear information about what you do with their personal data.
- You can request our Data Protection Policy via our website.
- The link to the Data Protection Info Sheet can be found on our website too.

Find a link to the Dutch Authority of Personal Data: <u>Overview rights</u>

Right to transfer personal data

In short this means that you can request for Lens, to provide you with all data that is being stored for your person, for you to be able to share this information with parties you would like to have the same information on you.

When a request is honoured this does not automatically means that Lens, has to delete your data. Therefore you are able to use different rights.

Find a link to the Dutch Authority of Personal Data: <u>right to transfer</u>

Right to be forgotten

In short this means that you can request for Lens, to delete all data that can be traced back to your person.

This is also know as to anonymize the data, meaning that Lens still can see that someone has been going through a selection process with a client, but we can not see anymore who this was. You contact details are deleted, information gathered from LinkedIn as well as any emails and attached documentation as your resume.

With our clients we signed a service level agreement, stating that when data is shared with a client, based on 'the right to be forgotten' our client will have to delete any data on the person that chose to use this right.

Using this right does not guarantee you won't be approached by Lens in the future.

Find a link to the Dutch Authority of Personal Data: right 2b forgotten

Right to inspect data stored

You can request for Lens, to give you an overview and insight of all the data that Lens, has on you.

By law is stated that if a request is made by paper post, the reply has to be through the same media. As we store your data digitally and we don't want to print too much, we kindly ask you to sent an email and we are able to provide you with a .pdf file of all the data we have on you.

Find a link to the Dutch Authority of Personal Data: right of inspection

Right to change personal data processed by Lens,

When any of your personal data changes, or you prefer Lens, to contact you on your work email in stead of your personal email. You can request Lens, to chance this personal data.

Find a link to the Dutch Authority of Personal Data: right to change

Right to have less data processed by Lens,

When you would like Lens, to inform you about new job opportunities, but you don't want Lens, to store your resume or a previously created candidate profile. You can request Lens, to delete parts of the data being processed.

> Find a link to the Dutch Authority of Personal Data: right to limit

Right with regard to automated decision-making and profiling

It happens that Lens, uses assessment tools during their selection process. When you are not happy with the outcome of an assessment you can request Lens, to add a written reflection on the results of the assessment.

Find a link to the Dutch Authority of Personal Data: right regard to profiling

Right to object to data processing

At any given time you have the right to object to the processing of personal data by Lens,.

We honour everyone's privacy and have you much rather use your right to be forgotten. The result will be the same, without the legal procedures involved.

Find a link to the Dutch Authority of Personal Data: right to object

Right to clear information on data processing



We at Lens, hope that this document together with our Data Processing Flow Chart provides you with clear information on data processed by Lens,.

Besides these two documents Lens, has also legal protocols and procedures in place. Click here for our Candidate Privacy Policy.

By any further questions, feel free to reach out to our Data Protection Officer: Dave Heilbron (with his consent you can find his contact details on the next page)

Find a link to the Dutch Authority of Personal Data: right to information

Any questions?

We hope this information gives you insight in the data stored and processed by Lens. If you have any questions, please don't hesitate to contact our Data Privacy Officer:



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