

APPLICANT PRIVACY NOTICE

In this notice, “**we**”, “**us**” and “**our**” means Jane Street Europe Limited, being the entity to which you have submitted an application for a role at Jane Street in the UK or Europe.

We are incorporated in the UK. Our registered address is 2 & A Half, Devonshire Square London EC2M 4UJ and our company registration number is 05903707.

About this privacy notice

For the purposes of data protection law, we are a data controller in respect of your personal data. We are responsible for ensuring that we use your personal data in compliance with data protection law.

The privacy notice sets out the basis on which any personal data about you will be processed by us.

Personal data that we collect about you

We will collect and process the following personal data about you:

- **Information that you provide to us or one of our affiliates.** This includes information about you that you give to us by filling in forms or by communicating with us, whether face-to-face, by phone, e-mail or otherwise through the recruitment process, regardless of whether your application is successful. This information may include:
 - your full name, date of birth, nationality, education and qualification details, home address, home telephone number or mobile telephone number and e-mail address.
- **Information we collect or generate about you.** This includes work-related details such as your previous job position(s) and your performance during the interview process.
- **Information we obtain from other sources.** This includes information about you that may be obtained from third parties such as recruitment agencies, background check providers and references from previous employers.

Uses of your personal data

Your personal data may be stored and processed by us in the following ways and for the following purposes:

- to meet our legal obligations throughout the application process and as a potential employer; and
- we will use the private contact details you provide to us in order to contact you with regards to your application.

We are entitled to use your personal data in these ways because:

- we need in order to perform our obligations under data protection law;
- we have legal and regulatory obligations that we have to discharge;

- we may need to in order to establish, exercise or defend our legal rights or for the purpose of legal proceedings; or
- the use of your personal data as described may be necessary for our legitimate business interests (or the legitimate interests of one or more of our affiliates), such as allowing us to effectively and efficiently administer and manage the operation of our business.

Disclosure of your information to third parties

We may disclose your personal data to our affiliates for the purposes of:

- the management and administration of our business and our affiliates' business; and
- complying with the functions that each of them may perform relating to regional or global HR decisions.

We will take steps to ensure that the personal data is accessed only by employees of our affiliates that have a need to do so for the purposes described in this notice.

We may also share your personal data with third parties outside of our corporate group for the following purposes:

- to third party agents and contractors for the purposes of providing recruitment and HR services to us; and
- to the extent required by law, for example if we are under a duty to disclose your personal data in order to comply with any legal obligation, establish, exercise or defend our legal rights.

Transfers of personal data outside the UK

The personal data that we collect from you may be transferred to, and stored at, a destination outside the UK. It may also be processed by individuals operating outside of the UK who work for our affiliates or for one of our suppliers.

Where we transfer your personal data outside the UK, we will ensure that it is protected in a manner that is consistent with how your personal data will be protected by us in the UK. This can be done in a number of ways, for instance:

- the country that we send the data to might be approved under applicable law as offering a sufficient level of protection;
- the recipient might have signed up to a contract based on "model contractual clauses" , obliging them to protect your personal data; or
- where the recipient is located in the US, it might be a certified member of any approved replacement for the EU-US Privacy Shield scheme.

In other circumstances the law may permit us to otherwise transfer your personal data outside the UK. In all cases, however, we will ensure that any transfer of your personal data is compliant with data protection law.

You can obtain more details about the protection given to your personal data when it is transferred outside the UK by contacting us in accordance with the "Contacting us" section below.

Retention of personal data

How long we hold your personal data for will vary. The retention period will be determined by the following criteria:

- the purpose for which we are using your personal data – we will need to keep the data for as long as is necessary for that purpose; and
- legal obligations – laws or regulation may set a minimum period for which we have to keep your personal data.

Your rights

You have a number of legal rights in relation to the personal data that we hold about you. These rights include:

- the right to obtain information regarding the processing of your personal data and access to the personal data which we hold about you;
- in some circumstances, the right to receive some personal data in a structured, commonly used and machine-readable format and/or request that we transmit those data to a third party where this is technically feasible. Please note that this right only applies to personal data which you have provided to us;
- the right to request that we rectify your personal data if it is inaccurate or incomplete;
- the right to request that we erase your personal data in certain circumstances. Please note that there may be circumstances where you ask us to erase your personal data but we are legally entitled to retain it;
- the right to object to, and the right to request that we restrict, our processing of your personal data in certain circumstances. Again, there may be circumstances where you object to, or ask us to restrict, our processing of your personal data but we are legally entitled to continue processing your personal data and / or to refuse that request; and
- the right to lodge a complaint with the data protection regulator (details of which are provided below) if you think that any of your rights have been infringed by us.

You can exercise your rights by contacting us using the details set out in the “Contacting us” section below.

Contacting us

If you would like further information on the collection, use, disclosure, transfer or processing of your personal data or the exercise of any of the rights listed above, please address questions and requests to us at privacy-policy@janestreet.com.

You can find out more information about your rights by contacting the data protection regulator in your jurisdiction. In the UK, this is the Information Commissioner’s Office and their website is <https://ico.org.uk>.