**Data Protection Notice**

**Information**

**Please read this Data Protection Notice ("Notice") to continue. It explains why and how PEOPLE EXPERTS collects your personal information.**

**If you have any questions about this Notice, please contact** [dpd@people-experts.com](mailto:dpd@people-experts.com)

# ****Section 1. Who we are and scope of this Notice.****

This Notice describes how:

(1) your Company or possible new Company (hereinafter "Company"); and

(2) PSICÓLOGOS EMPRESARIALES Y ASOCIADOS, S.A. (hereinafter PEOPLE EXPERTS) Pº Pintor Rosales 44 -28008 Madrid (Spain), CIF: A78301934

PEOPLE EXPERTS will process and collect information about you when you complete an assessment or otherwise interact ("Assessment") in accordance with this Notice. Some of the information is personal information about you or by which you can be identified ("Personal Information").

This Notice sets out how the Company and PEOPLE EXPERTS use your information: what is collected, how it is collected, how it is used, why it is used, with whom it is shared, and the rights you have.

Section 2 (The Company as data controller) provides information on the processing of your personal information by the Company, when it acts as the data controller.

Section 3 (The Company as data controller and PEOPLE EXPERTS as data controller) provides additional information on with whom PEOPLE EXPERTS and the Company will share your data and a general description of your rights under data protection legislation.

# ****Section 2. The Company as data controller****

PEOPLE EXPERTS collect Personal Information on behalf of the Company. If you have any questions about the identity of the Company, please contact PEOPLE EXPERTS 'data protection officer at dpd@people-experts.com or through the contact details provided at the end of this Notice.

The Company will be the data controller with respect to your Personal Information and will decide which Assessments it will carry out, the data that will be collected, the purposes for which it will be collected and with whom it will be shared. You can exercise your rights with respect to this Personal Information directly with the Company. See Section 4 (The Company and PEOPLE EXPERTS as data controllers) for more information.

The data collected.

We have categorized each Assessment to help you understand what data is collected for each product or service that your Company uses to collect data about you. We collect and process categories of data on behalf of the Company as set out in each category. If you need more information about the scope of the data that is collected from you, you should contact the Company directly.

Information We Collect

The Personal Information we collect as part of the Assessment and the methodology we use to generate the results varies depending on the Assessment you perform. Accordingly, we explain here what data we collect and how we use it, based on the Evaluation category.

**(1) Category of General Evaluations:**

In the case of General Evaluations, we collect.

1: The "Candidate Data", which includes her:

* **Name.**
* **email.**
* **and login details of your account.**

2: **The “Assessment Data”, which is your answers to the Assessment questions.**

**Using the Candidate Data and Assessment Data, we generate numerical values ​​derived from comparing your Assessment Data with the benchmarks for the competency or task being measured. The numerical data is then processed with a computational model, which weights and combines the designated numerical values ​​to generate the "Result Data". Result Data includes the results obtained in your Assessment. Some Assessments include multiple competencies and the corresponding computational models, so the Outcome Data includes multiple scores.**

**In addition, we will collect the information that your Company provides us ("Data provided by the Company"). To the extent established by the Company, which will include:**

* **Your resume information (including your employment history, education, skills, languages, and hobbies).**
* **Details about your position or the position for which you are applying.**
* **Your supervisor's ratings of your performance.**
* **Confirmation of whether you were hired.**
* **Performance evaluations; and**
* **The unique identifier to re-identify you.**

**What we do with the data**

We use your Candidate Data, Evaluation Data, Result Data and Company-provided Data (if any) on behalf of the Company to:

1. invite you to complete an Assessment on behalf of the Company.
2. use the Result Data to prepare a report to be provided to authorized representatives of the Company (“Assessment Report”).
3. provide our services to the Company.
4. when so indicated by the Company.
   1. provide you with the Assessment Report.
   2. compare your Candidate Data, Assessment Data, Result Data and Company-provided Data (if any) with Anonymous Reference Data (as defined in the How we use data paragraph in Section 3) to provide analytics services on talent to the Company, so that it can understand your Personal Information in relation to market information according to your position or the position for which you are making the request; and
5. manage and provide our services.

**(2) Survey Evaluation Category:**

In the case of Survey Evaluations, we collect:

a) The "Data of the candidate", which includes her:

* Name.
* email; and
* login details of your account.

b) The “Evaluation Data”, which consist of the answers to the Evaluation questions, either by:

* you for your self-assessment or
* a person you have invited to evaluate you, your performance or your activities, an “evaluator”.

**Using the Candidate Data and Assessment Data, we generate numerical values from the Assessment Data, which represent the degree to which your responses fit the competency or task being measured. The numerical data is then processed with a computational model, which weights and combines the designated numerical values to generate the "Result Data". Result Data includes the results obtained in your Assessment. Some Assessments include multiple competencies and the corresponding computational models, so the Outcome Data includes multiple scores.**

**In addition, we will collect the information that your Company provides us ("Data provided by the Company"). To the extent established by the Company, which will include:**

* **your resume information (including your employment history, education, skills, languages, and hobbies).**
* **details about your position or the position for which you are applying.**
* **your supervisor's ratings of your performance.**
* **confirmation of whether you were hired.**
* **performance evaluations; and**
* **the unique identifier to re-identify you.**

**What we do with the data**

We use your Candidate Data, Evaluation Data, Result Data and Company-provided Data (if any) on behalf of the Company to:

1. invite you to complete an Assessment on behalf of the Company.
2. use the Result Data to prepare a report to be provided to authorized representatives of the Company (“Assessment Report”).
3. provide our services to the Company.
4. when so indicated by the Company.
   1. provide you with the Assessment Report.
   2. compare your Candidate Data, Assessment Data, Result Data and Company-provided Data (if any) with Anonymous Reference Data (as defined in the How we use data paragraph in Section 3) to provide analytics services on talent to the Company, so that it can understand your Personal Information in relation to market information according to your position or the position for which you are making the request; and
5. manage and provide our services.

**Toma de decisión automatizada   
  
La Evaluación está diseñada de forma que asiste a la Empresa durante todo el proceso a fin de evaluar con eficacia su aptitud para un cargo o un ascenso. Por consiguiente, si no obtiene una puntuación, previamente determinada por la Empresa, para esta Evaluación, la Empresa tomará la decisión automatizada de no continuar procesando su solicitud en la siguiente fase del empleo, desarrollo o ascenso.   
  
No todas las Empresas utilizarán los Datos del resultado para tomar una decisión automatizada. Si no está de acuerdo con una decisión, o si desea saber más sobre la puntuación que se ha determinado previamente, deberá ponerse en contacto con la Empresa.**

**Data exchange with the Company**

We will only share your Personal Information processed on behalf of the Company with it and as directed by it. The Company may share your Personal Information with third parties, including group companies and the parties listed in section 3. You will need to contact the Company to verify with whom it shares your Personal Information.

# ****Section 3. The Company as data controller and PEOPLE EXPERTS as data processor****

**Data exchange**

**The Company and PEOPLE EXPERTS, each in their role as data controller, will share your information with the following third parties and in the circumstances described below:**

**a) if required by law or pursuant to any code of regulation or practice that we follow, or if requested by a public or regulatory authority such as, for example, the Police**

**b) if we are defending a lawsuit, your Personal Information will be transferred, as necessary, in connection with the defense of that lawsuit.**

**c) if we are negotiating the sale or transfer of part or all of the business, Personal Information will be transferred to the prospective buyer in accordance with the appropriate confidentiality terms and conditions; and**

**d) in the event of reorganization or sale, Personal Information will be transferred to a buyer who may continue to provide services to you.**

**User rights according to the General Data Protection Regulation (RGPD)**

**In certain circumstances, you may have certain rights under the GDPR. If the GDPR is applicable to your data, we list below the rights you have in relation to your Personal Information and how you can make use of them. These rights are subject to exemptions under applicable law and will only apply to certain types of information or procedures. As mentioned above, the Company will be the data controller, so you should contact it directly if you wish to exercise your rights in relation to the data on which it acts as data controller.**

**a) Right to withdraw consent: In the event that the Company or we have received your consent for any of the ways in which we use your information, you may withdraw your consent at any time by contacting the person responsible for the protection of PEOPLE EXPERTS data at dpd@people-experts.com or through the contact details provided at the end of this Notice.**

**b) You may request that we confirm whether we are processing your Personal Information and, if so, you may request access to such information, as well as other details, including the reasons why your information is being used and for what purposes.**

**c) You can request that we correct the Personal Information that both the Company and we store, if it is not correct.**

**d) You can request both the Company and us to delete your Personal Information.**

**e) You can request both the Company and us to limit the use of your Personal Information.**

**f) You can request both the Company and us to help you transfer some of your Personal Information to other companies. To help with this, you may request that the Company or we provide your Personal Information in a machine-readable format to another company.**

**g) You can ask both the Company and us not to use your Personal Information, although only in certain cases. This applies in case we process your personal information based on a legitimate (or third party) interest, and you can object to your information being processed for this reason. However, we will have the right to continue to use your information in accordance with our legitimate compelling interests.**

**You also have the right to file a claim with a Supervisory Authority. In cases where we act as data controllers, you can contact the Spanish Data Protection Agency or the local data protection regulator in your jurisdiction.**

**In cases where the Company is the data controller, you can contact the regulator in the town where the Company is located.**

**Questions or complaints**

**Questions about the results of your evaluation or the Company's use of your Personal Information should be sent directly to the Company for which you are conducting the evaluation.**

**If you have any questions about this Notice, please contact PEOPLE EXPERTS 'data protection officer at dpd@people-experts.com or through the contact details provided at the end of this Notice.**

**Updates to this Notice**

**This Notice will be updated from time to time. If we update any important aspect of this Notice (the information we collect, how we use it, or the reasons for it), we will post a prominent message to inform you of such changes within a reasonable period of time after the update.**

**If you wish to access the previous version of this Notice, please contact the PEOPLE EXPERTS data protection officer at dpd@people-experts.com or through the contact details provided at the end of this Notice.**

**Other policies Security**

**We are committed to storing your personal information securely. We have adopted physical, technical and administrative measures to help prevent unauthorized access or use of your information.**

**Contact details of the PEOPLE EXPERTS data protection officer:**

**Email: dpd@people-experts.com**

**Postal address: PSICOLOGOS EMPRESARIALES y ASOCIADOS, S.A. (PEOPLE EXPERTS)**

**Registered Office: PASEO PINTOR ROSALES 44 - 1º D 28008 MADRID- SPAIN**