

Data privacy policy

Data controller:

BLOOM
Lautruphøj 1
2750 Ballerup
CVR nr. 27909094

1. *Introduction*

At BLOOM we prioritize your rights and security as a registered person. Consequently, we have made a data privacy policy, which describes how BLOOM as a data controller gathers and processes personal information about you as a customer, when you use BLOOM to handle your recruitment process.

2. *Which personal data do we collect and for what purposes?*

2.1 When BLOOM handles your recruitment process, we process personal data about you to be able to fulfill our contract. These data are provided by you and include the following: Name, name on company, address, e-mail and phone number. To ensure your safety as a registered person our employees process your information with uttermost confidentiality and respect.

2.2 We ask you not to inform us about any so-called sensitive personal information during the recruitment process. Sensitive personal information include information about race, ethnic origin, religion or philosophical beliefs, sexual orientation, health, personal number, political views or union membership.

3. *On what legal basis do we process your personal data?*

Our processing of your general client data is carried out as it is necessary due to our contract about the recruitment of new employees for your company.

4. *Do we transfer your personal data to others?*

4.1 We do not transfer your personal data to a third party.

4.2 We use external third-party business as suppliers to store our data. These external suppliers are called data processors and they will in some instances process your personal data in connection with the external suppliers' provision of services to us. Our data processors only

process your personal data in accordance with our instructions, the applicable legislation and the data processor agreement that we have agreed with them.

5. How long do we keep and store your personal data?

We make sure that we delete your personal data on an ongoing basis, when they are no longer relevant for the purposes we collected them for. We do, however, keep copies of your personal data to the extent this is required by the applicable legislation, for example with respect to personal data included in book keeping records that have to be kept in copy for five years.

6. What right do you have as a registered person?

6.1 As a registered person at BLOOM you have several rights, that we can help you with. Your rights include the following.

- The right to gain access to the personal data processed about you along with the purposes of the processing.
- You have the right of rectification of your personal data.
- You have the right to be forgotten and have your data deleted.
- You have the right to restriction of processing of your personal data
- You have the right of data portability of your personal data to another company, if you wish.
- You have the right to object our processing of your personal data.
- As we have processed your data by your consent, you have the right to withdraw such consent at any time after which we will delete your personal data collected based on your consent.
- You have the right to complain to Danish Protection Agency (www.datatilsynet.dk) if you find our processing of your personal data wrongful.

6.2 If you wish to enforce your rights and get our help in doing so, please contact us using the e-mail listed in the end of this Policy.

6.3 We strive to do everything to meet your requests and wishes to our processing of your personal data. If you – despite our endeavors – are not satisfied with our processes and you wish to complain, you can do so at the Danish Protection Agency.

7. Changes to this policy

We reserve the right to update and change this policy if necessary. If we do change this policy, we will renew the date and version below.

8. Contact

If you have questions or comments to this Policy or if you want to claim any of your rights as a data subject, you may contact us on sj@bloom.dk. Updated on 24. 05. 2018.