

# Welcome to our website!

We invite you to follow us on our social networks @reneka\_international.



## Legal Notice

### General Information

- The notion of “site” must be understood in a broad way. It covers all our presence on the Internet, whatever its form (website, portal, platform, social networks, etc.).
- As required by law, here is our legal notice and a set of rules that set the conditions of use of our website and our space on social networks. By using our site or our digital spaces, you are deemed to have read and accepted the terms of this legal notice.

### Identification and Mandatory Information

#### Editor of the Site

- The Site is published by RENEKA International (hereinafter “we”), a limited liability company (LLC).
- Company Name: RENEKA International
- Headquarters: 3 Jean Marie Lehn Parc d’Activités du Rosenmeer, 67560 Rosheim, France
- Telephone number: 03 88 49 40 50
- E-mail address: reneka@reneka.com
- SIREN/SIRET identification number: 412 128 738 00041
- Registered in the Trade and Companies Register of Saverne
- Intercommunity VAT number: FR73412128738
- Share capital: 750 000,00 euros

#### Director of the Publication

- The director of the publication is Mr. Christian Matzke, as the person legally responsible.

#### Host

- RONET - roNet GmbH | Aeussere Oberaustr. 36 | 83026 Rosenheim GF: Peter Tscherwenka | TS HRB 10068 | Ust-Id. DE8120808 | Place of jurisdiction and Registered Office: Rosenheim
- Hotline: 08031 2454-0
- Phone: 08031 2454-74
- Concerning our social networks, it is advisable to refer to the hosts of said networks.

## Access and Service

- The access to our site is free, we commit ourselves to implement all the means at our disposal to ensure the reliability of the site and its contents.
- Nevertheless, we do not guarantee access to the site, and we reserve the right to modify the site and its contents without notice. We cannot be held responsible for any suspension or modification of the site and its contents.
- We draw your attention to possible discrepancies between our website accessible via computer and the version accessible on tablet or mobile.

## Conditions of Use

- We decline all responsibility for the use of the site and its contents, and we cannot be held responsible for any error, interruption, malfunction, loss of data, saturation of the Internet network, failure of any receiving equipment or communication lines, or any other event affecting or resulting from the use of this site.
- You shall refrain from any act likely to alter or disrupt, in any way whatsoever, the normal operation of the site. Similarly, you agree not to make any improper use of the personal information on the site.
- The contents, documents and images are not contractual.
- If you notice a malfunction of the site, we invite you to contact us by phone at 03 88 49 40 50 or by email at [renea@renea.com](mailto:renea@renea.com).

## Information and Contents

- The information or content published and accessible on our site is provided free of charge.
- The use of information and content is your responsibility and is not binding on us.

## Personal Data

- To protect the privacy of our users, we are committed to protecting your personal data.
- To ensure the proper functioning of our site and to get to know you better, we may collect personal data during your visits to our site, whether it is data that you communicate directly to us when using the “contact” section or information relating to your navigation on our digital spaces.
- You agree, when personal information is requested (form, newsletter, etc.), to provide us with accurate and up-to-date information.
- We invite you to read our privacy policy available on this page.
- If you have any questions about your personal data, please contact us at [communication@renea.com](mailto:communication@renea.com)

## Cookie Policy

- We invite you to consult our cookie policy accessible on this page.

## Intellectual Property

- This site is our exclusive property.
- We are the sole owners of all the intellectual property rights of these digital spaces and the copyrights on the contents.
- We are also the sole owners of the industrial property rights on our brands and logos, our domain names and all our identifiers on social networks.
- We are also the sole owners of the producer’s rights on the databases we make available to you.
- A visit to our site does not constitute a transfer of rights of any kind. However, you have the right to personal use and the right to copy our contents for private use only.
- Any extraction, by permanent or temporary transfer, of all or part of the content of this site or the databases it contains on another medium, by any means or in any form whatsoever, as well as the reuse, by making available to the public of all or part of the content of this site, whatever the form, is illegal. All the elements (texts, comments, illustrations, logos, brands, videos and images, without this list being restrictive) displayed or quoted on the present site are the exclusive property of their respective owners. In accordance with the Code of Intellectual Property, any use or reproduction, in whole or in part, of the elements from the present site without our express written authorization is prohibited.
- For any other use and in particular reproduction (except private copy) of our contents, we invite you to contact us by e-mail at [renea@renea.com](mailto:renea@renea.com).

## Hypertext Links

- Our site contains links to other digital spaces. We take great care in selecting these links but are not responsible for the content of any third-party digital space that you may access through these links.

## Language

- The official languages of our site are French and English.
- We are not responsible for machine translations performed by web browsers and other machine translation tools.

## Applicable Law and Jurisdiction

- The present legal notice and the whole of our site are governed by French law and any difficulty will be decided by the jurisdiction of the place of our head office.

## Update

- We reserve the right to change the layout and content of this legal notice. The legal notices in force are those accessible on our website or any other digital space on the day of your visit.

## Newsletter

- We suggest you subscribe to our newsletter.
- Without this constituting a commitment on our part, this newsletter allows you to receive information in electronic form at regular intervals.

- You can unsubscribe from this newsletter at any time by activating the unsubscribe link in each newsletter.

### Contact Form and Partner Form

- Our contact form and our partner form allow you to write us. These exchanges are confidential. We will process your requests as soon as possible, without any commitment of time or response.
- These forms should not be used for complaints, for which you are invited to contact your usual contact person directly.

### Download

- You can download content from our site.
- While we make every effort to ensure the safety of users when using our site, we cannot guarantee that files and data downloaded from our site are free of viruses, contamination or malicious features.

### Contact Us

- If you have any questions, please contact us at the following address: reneka@reneka.com
- For more general information on the protection of personal data, please consult the CNIL website at [www.cnil.fr](http://www.cnil.fr).

### Review

- In the event of regulatory changes or recommendations from the CNIL, we reserve the right to modify this policy. You will be notified of any new policy before it takes effect.

# POLICY FOR THE PROTECTION OF CANDIDATES' PERSONAL DATA

## Preamble

- Because a candidate who entrusts his or her application to RENEKA (hereinafter "we"), shows his or her genuine interest and trust in us, we undertake to treat his or her application with a high level of security and confidentiality in accordance with the applicable legislation on data protection (General Data Protection Regulation n°2016/679 and Data Protection Act n°78-17).
- To better assist candidates (hereinafter referred to as "you") in their application process, this policy sets out the terms and conditions for the processing of their personal data to which we have access during the selection and recruitment process.
- It is important that you read this policy because by submitting your application, you acknowledge that you have read, understand and agree with it.

## The Author of the Collection

- RENEKA, as the controller of personal data, is the only entity competent to collect and process your data.
- RENEKA INTERNATIONEL, is a limited liability company (SARL), with a share capital of 750 000,00 euros, registered in the Trade and Companies Register of Saverne, under the number 412 128 738, whose registered office is located at 3 Jean Marie Lehn Parc d'Activités du Rosenmeer, 67560 Rosheim, France, - telephone 03 88 49 40 50, email address [reneka@reneka.com](mailto:reneka@reneka.com), intra-community VAT number FR734128738

## The Type of Data Collected

- If you want to know what kind of personal data we may collect, please note that we only process mandatory or optional data that you provide to us when you apply for a job.
- For this purpose, we process and use the following data:
  - Identity, marital status, contact information (phone, address, email, social network accounts, etc.), identification data.
  - Work life data (hiring, career, contact information for current and former employers, training information, academic background)

## Your Sensitive Data

- We do not ask candidates to provide us with sensitive data such as: racial or ethnic origin, political opinions, religious beliefs, sexual life or orientation, union membership, etc.
- As this data is not necessary for the selection and recruitment of candidates, we kindly ask you to limit the information you provide to what is strictly professional and useful for your recruitment. Please be careful not to include sensitive information such as the above in the documents you send us.

## Collection Techniques

- Collection can be done in two ways:
  - Direct collection of your data: this is the case when the data is directly communicated to us by you, when you contact one of the lawyers directly, or when you reply to an ad posted on our site.
  - Indirect collection of your data: this is done through the intervention of a specialized company such as headhunters, through recruitment sites, etc.

## The Purposes of the Collection

- Please be assured that we only use and process your data for the purpose of the selection and recruitment process:
  - Administration and processing of your data.
  - Evaluation of the suitability of the application for the position.
  - Background check.

- Contact you to arrange one or more interviews.
- Preparation of an employment contract / internship agreement if your application is accepted.

### The Legal Basis of the Collection

- ☐ The legislation in force requires that the processing of your personal data has one or more legal basis.
- ☐ For this reason, the processing that we carry out is done in accordance with the following legal bases:
  - the processing of your data allows us to consider your recruitment and constitutes the execution of a pre-contractual measure likely to lead to the signature of an employment contract.
  - we have a legitimate interest in collecting your data relating to the recruitment of personalities in the context of our activity.

### Access to Your Personal Data

- ☐ We ensure that access to your data is restricted to those involved in the recruitment process, namely: managers of departments interested in your application and service providers responsible for human resources issues.
- ☐ Occasionally, our IT department may have access to your personal data during maintenance operations of our computer system.
- ☐ The recipients of your personal data as well as the IT department are subject to an obligation of confidentiality.
- ☐ Your personal data will not be disclosed to third parties under any circumstances, except where we are required to do so by a governmental or judicial authority or by a regulatory body.

### Transfer Outside the European Union

- ☐ Your data will not be transferred and processed in a country outside the European Union.

### Duration of Storage

- ☐ When a candidate's application is accepted at the end of the recruitment process, it is kept under the conditions and for the duration defined in our policy on personal data for employees.
- ☐ On the contrary, if the application is not selected, it is immediately deleted. Nevertheless, we reserve the right, for certain profiles, to keep them for future opportunities and for which the data may be kept for a maximum of two years from the last contact, unless the candidate concerned objects.

### Your Rights

- ☐ The collection of your personal data does not mean that you are dispossessed of it.
- ☐ As an applicant whose data is processed, you have the following rights:

- Right of access and copy
- Right of rectification and right to erasure
- Right to restrict processing
- Right to data portability
- Right to object
- Right to organize the fate of personal data in the event of death
- Right to lodge a complaint with a supervisory authority

### Exercising Your Rights

- ☐ If you wish to exercise any of your rights personally, please contact us at the following address: [renea@renea.com](mailto:renea@renea.com)

### Security and Protection of Your Data

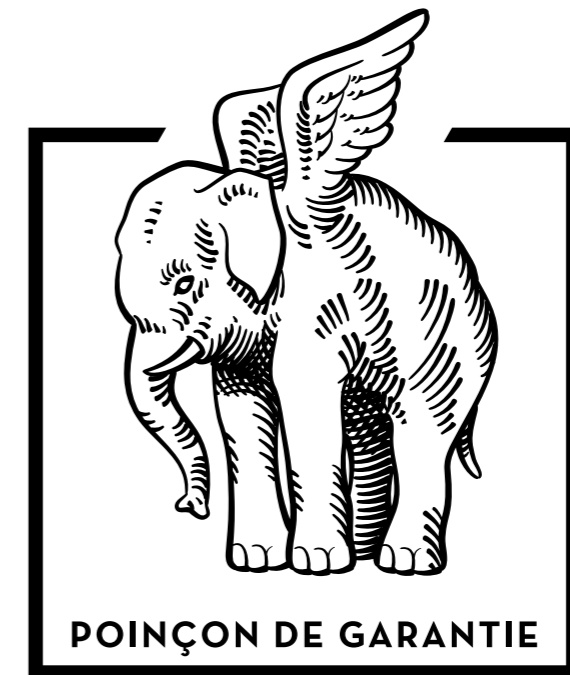
- ☐ RENEKA defines and implements security measures to combat the destruction, loss, alteration or unauthorized disclosure of data.
- ☐ The computer systems and paper media used are organized and protected in such a way as to guarantee the security and confidentiality of your data.

### Policy Update

- ☐ We reserve the right to change the format and content of this policy. Any new version of the policy posted on our site will supersede the previous one.

### General Provisions

- ☐ Do you need additional information about your personal data? Do not hesitate to contact [info@renea.com](mailto:info@renea.com)



**RENEKA**