

## **CONSENT TO USE OF PERSONAL DATA**

In connection with the creation of my personal profile and/or my online application for employment with Linamar Corporation (or any of its subsidiaries or affiliates) (“Linamar”), Linamar must collect, process, use, transfer and store my personal data. Details are described in the “Policy Concerning Collection, Processing and Use of Personal Data”, available here (“Policy”).

I certify that I have read and understood the Policy and I consent to the collection, processing, use, transfer (including but not limited to other countries/jurisdictions and to third parties), storage and disclosure of my personal data as described in the Policy. I am aware that I have all rights provided in the Policy. If I register or submit information on behalf of another person, I hereby represent that I am authorized to do so.

## **LINAMAR CORPORATION ONLINE PRIVACY POLICY**

Linamar respects your preferences concerning the treatment of the personal information you provide to us. This policy informs you how we collect and use your personal data. The information below is important. Therefore, we encourage you to read this Privacy Notice carefully. To be able to enter personal data in Linamar's Recruitment Online system, you must give your consent to the processing of your personal data.

Information on our handling of your personal data in the Linamar’s Recruitment Online system “Linamar” comprises Linamar Corporation, registered office Guelph, Ontario, Canada and all its subsidiaries throughout the world.

### **Legal Privacy Ruling**

Any personal data you enter in Linamar's Recruitment Online system is handled in accordance with the rules in the various privacy statutes protecting your privacy in the many jurisdictions within which it operates. Linamar is committed to the protection of individuals with regard to the processing of personal data and on the free movement of such data.

### **Personal data**

Personal data is any data that can identify you or be referred to you as an individual.

## **Controller of personal data**

Although your personal data is handled by local Linamar companies (and external partners working with them in recruitment activity) throughout the world, the ultimate controller of the personal data is: Linamar Corporation, a corporation registered under the laws of Ontario, Canada, whose principal office is at 287 Speedvale Avenue West, Guelph, Ontario, Canada N1H 1C5, through Linamar's Corporate Human Resources recruitment department.

Addresses for contact:

Linamar Recruitment Facility

Phone: 519-836-7550

Email: [recruiter@linamar.com](mailto:recruiter@linamar.com)

Please note that above phone and email address is to be used regarding questions about our privacy policy. We do not accept job applications to these addresses; such mail/email will not be responded. Please go to available positions if you are interested in working with us.

## **Processing of the personal data**

You can enter your personal data in Linamar's e-Recruitment system for the following purposes:

1. Creating a User Profile
2. Subscribing to information on new posted vacancies within Linamar
3. Applying for a specific vacant position, posted by a Linamar company
4. Add interesting positions to a job cart for easy retrieval
5. Stop and save an application at any time during the application process and continue at another time
6. Find posting to which you have applied after last application date

### 1. Creating a User Profile

As a service, you have the ability to create and store a user profile in the system for quick application. This profile is managed solely by the creator. Any updates, changes or deletions to the profile are the responsibility of the creator. Linamar reserves the right to delete any user profile account at our discretion.

### 2. Subscribing to information on new posted vacancies within Linamar

Your subscription to email notification of new posted vacancies is handled by Linamar to fulfil your request, and activities related to this. Your subscription is kept until you request it to be removed. At any time, you can choose to cancel your subscription. If you do so, your subscription will be deleted from Linamar's subscription database. Linamar reserves its right to delete any subscription sooner, if it considers such action to be appropriate. Linamar reserves the right to delete any subscription at our discretion.

### 3. Applying for a specific vacant position

The application you enter is handled by the Linamar entity posting the vacancy, and by other Linamar companies and external partners working with Linamar in this recruitment activity. The application for the posted position is processed by Linamar for the purpose of finding candidates for the vacancy and ultimately employment, and for actions related to this process. Your application is kept as long as is needed for the recruitment process. In some countries, we must keep a copy for a considerable period of time for regulatory compliance. Unless we ask for and obtain your consent, we will not use your application for any other vacancy within Linamar.

If we have obtained your consent to retain your CV for other Linamar vacancies, it may be reviewed from time to time in the process of finding suitable candidates for vacancies and activities related to this. Your CV is then kept for approximately 2 years after application, unless we ask for and obtain your consent to keep it for a longer period of time. At any time, you can request to have your CV and associated data deleted from our database. If you do so, your CV will be deleted from Linamar's CV database. At that time, your CV record may have already been selected for processing for a certain vacancy. In that case, Linamar will continue to handle that information until it is no longer needed or relevant. Linamar reserves its right to delete any CV sooner, if it considers such action to be appropriate. Any request to remove your CV and associated data must be submitted in writing to the Linamar Recruitment Online Administrator.

Mail: Linamar Recruitment Online Administrator

287 Speedvale Ave W. Guelph, ON

Email: recruiter@linamar.com

Your CV will be processed by Linamar to find candidates for vacancies mainly by computerised methods. Linamar cannot give any guarantee that this processing will identify all suitable candidates for a given vacancy. If you want to ensure that you are considered for a posted vacancy, you should enter an application for that specific position. If your CV is selected, identifying you as a possible candidate for a given vacancy, your personal data from the CV will be further handled in accordance with the terms above.

#### **Further information**

You are entitled, once a calendar year; to review the information we handle about you by contacting the controller of the personal data above. Such a request must be in writing and personally signed by you, and be sent by letter to the contact person at the postal mail address above.

#### **Consent for processing of personal data**

To be able to enter personal data in Linamar's e-Recruitment system, you must give your consent to the processing of your personal data during a User Profile creation.