

# General Privacy Notice to Job Applicants of LGT Capital Partners

## General Information

LGT Capital Partners cares about the protection of your personal data. This Privacy Notice (“**Notice**”) explains how and for what purposes LGT Capital Partners uses your personal data. Certain contents of the Notice, including data subject rights, may apply only where our processing of your personal data falls within the scope of specific data protection laws (in particular GDPR).

For the purposes of the Notice, “**Data**” shall mean personal data, i.e. any information relating to an identified or identifiable natural person. The terms “**you**” and “**your**” shall refer to the legal entity, partnership or other organization you represent and/or, as the case may be, to you as a natural person, e.g. as a representative, employee or other affiliate of an existing or potential business partner. “**LGT Capital Partners**”, “**we**”, “**us**” or “**our**” shall mean any subsidiary of LGT Group Holding Ltd. that is active in the business of asset management (hereinafter collectively referred to as “**LGT CP Companies**”, individually “**LGT CP Company**”). LGT Group Holding Ltd. is a stock company incorporated under the laws of the Principality of Liechtenstein with registered address at Herrengasse 12, 9400 Vaduz, Liechtenstein.

## Important note

In the course of your application process, it might be necessary for us to process Data of other natural persons related to you such as references or former employers. If this is the case, the Notice has to be brought to the attention of the affected persons and we hereby kindly ask you to do so.

## Getting in touch

With regard to our use of your Data, you may contact our Data Protection Officer at:

LGT Group Holding Ltd.  
Data Protection Officer  
Herrengasse 12  
9490 Vaduz, Liechtenstein  
Telephone: +423 235 11 22  
E-Mail: lgt.datenschutz@lgt.com

If you are unsure as to which LGT CP Company controls your Data, please do not hesitate to contact us. If such LGT CP Company has its registered office outside of the European Economic Area (“**EEA**”), the company acting as representative in the EEA is LGT Group Holding Ltd.

## The Data we collect and process

In connection with your application and the ensuing process (“**Application Process**”), we will collect and process your Data. Such Data includes all information contained in your curriculum vitae, diploma, personal statement, job references and any other documents you may provide us with in the course of the Application Process. We may further process all information that you reveal to us during job interviews. For certain positions, we require our applicants to take computer based tests, the results of which will be processed. If we, with your prior approval, contact your references (e.g. former supervisors, university lecturers, teachers), we may also process the information obtained by such references.

The Data we typically obtain and process in the course of the Application Process includes, but is not limited to, your name, application photo (if any), residential and e-mail addresses, telephone number, place and date of birth, gender, nationality, immigration status, marital status, your academic education, professional training and experience, previous employers (including periods of employment), former, current and envisaged functions, work hours, salary (including bonus and other salary components), criminal and debt records, career objectives, information on directorships, non-vocational activities or other external mandates (e.g. lectureships). Where necessary, we may also process Data regarding your state of health (e.g. possible physical disabilities). Finally, we will also process all evaluations of your eligibility, whether elaborated by us or obtained by third parties (e.g. references), whether based on interviews, documentation and/or results of computer based tests.

## Purposes and legal basis for our use of your Data

We collect and process your Data for the purpose of evaluating your eligibility. If we enter into an employment contract with you, we will also process your Data to prepare the respective contract. In case of unsolicited applications, we may use your Data in order to regularly screen our internal database for possible matches with vacant positions. Since we process your Data following your job application, we deem our processing activities to be at your request and in view of entering into an employment contract with you.

As a financial services provider, we operate in a regulated, highly competitive and increasingly complex environment. In order to remain a leading market player, we rely on highly qualified and motivated employees who share our values of integrity, honesty and sustainability. We therefore have a legitimate interest in thoroughly scrutinizing all of our applicants. Besides reviewing your documentation and conducting interviews, we may use computer based tests in order to establish your suitability in greater detail. If we deem such test to be necessary, you will be previously informed and the results of such test will be discussed with you afterwards. Some positions allow access to highly sensitive information such as data of private banking clients. In such cases, we may schedule an additional interview with an external expert in order to establish your eligibility for the job. You will be informed in good time if such additional interview is envisaged. We will seek to obtain your explicit consent where applicable data protection laws requires us to do so (e.g. prior to contacting your job references or processing your health data).

## To whom we transfer your Data

In the course of the Application Process, we will transfer your Data to the line manager and other superiors of the team or department you applied for. We may also disclose your Data or parts thereof to other persons you would be working with on a regular basis (e.g. co-workers). Furthermore, we may transfer your Data to categories of recipients such as external service providers (e.g. for evaluation of computer based tests) and external advisers (e.g. in case of additional interviews for sensitive positions). We may also share your Data with other LGT Companies, particularly with the HR departments of such LGT Companies.

LGT has operations throughout the world. Therefore, the abovementioned recipients of your Data may be located outside of the EEA (in particular Switzerland, United States of America, Hong Kong, Japan,

Australia, People's Republic of China and United Arab Emirates). In such cases we will ensure that adequate safeguards with regard to data protection such as model contract clauses approved by the European Commission are in place.

## Your rights

Please note that you are under no general obligation to provide your Data to us, except where applicable law requires you to do so. However, processing your Data will be necessary for the performance of the existing or possible future business relationship between your organization and us. You have the following rights regarding our use of your Data:

- the right to access your Data and to be informed of, inter alia, the purpose of our use of your Data, the categories of Data concerned and the recipients to whom we disclose your Data;
- the right to obtain from us without undue delay the rectification of inaccurate Data concerning you;
- under certain circumstances, the right to obtain from us without undue delay the erasure of your Data;
- under certain circumstances, in particular if you contest the accuracy of the Data we use, the right to obtain from us restriction of our processing of your Data;
- where we rely on our legitimate interests to use your Data and provided that you can claim overriding interests, the right to object at any time to our use of your Data;
- where your consent for our use of your Data is required pursuant to applicable data protection laws, the right to withdraw your consent at any time;
- the right to data portability where processing is carried out by automated means and based on either the performance of a contract or, where applicable, your consent;
- where GDPR is applicable, the right to file a complaint with our lead supervisory authority in Liechtenstein:

Datenschutzstelle Liechtenstein  
Städtle 38  
PO Box  
9490 Vaduz Liechtenstein  
Telephone: +423 236 60 90 E-Mail: [info.dss@llv.li](mailto:info.dss@llv.li)

You may also file a complaint with your local supervisory authority.

## For how long we store your Data

We will be processing your Data during the entire period of the Application Process. If the Application Process leads to the conclusion of an employment contract between you and an LGT Company, we shall continue to store your Data in accordance with a separate Privacy Notice for employees which will be provided to you in the course of the onboarding process. If your application is not successful, we may ask for your consent to continue storing your Data for another 6 months in case other opportunities at LGT Capital Partners arise. Otherwise, we will dispose of your Data immediately. Furthermore, we may keep your Data for a period exceeding the abovementioned term where our continued use of your Data is necessary for the establishment, exercise or defense of legal claims. In any case, you may at all times object to our processing of your Data and we shall review such request without undue delay (see above "Getting in touch").