

Magna Global Recruiting Privacy Information

As part of our recruitment activities, Magna International Inc. and its affiliates (also referred to as 'Magna' or 'us'), collect and process your Personal Data.

The privacy and protection of your Personal Data is of utmost importance to us. We are committed to being transparent about how we collect and process your Personal Data, adhering to the high standards of data protection laws and regulations.

The purpose of this Information is to provide you with information about the reasons for and methods of processing your Personal Data during our recruitment process. This includes details about who we may share your Personal Data with, how long we will retain it, and the rights you have in relation to its processing."

I. Who is responsible for processing your Personal Data?

The Magna company you are applying to controls what Personal Data is collected and how it is used. In some countries, this is referred to as the "controller".

Central responsible department is:

Magna International Inc.
337 Magna Drive,
Aurora, ON L4G 7K1, Canada
Email: talentattraction@magna.com

You can contact Magna's Data Privacy and Protection via the email address below. If applicable, the team will forward your request to the responsible Data Protection Officer.

Email: dataprivacy@magna.com

Please note that the Magna companies share infrastructure, systems and technology to process your information, to ensure efficiency and security, as permitted by the applicable law and in accordance with this Data Privacy Information. This is necessary for our recruitment operations.

II. What Personal Data do we process?

We may process the following categories of your Personal Data:

- Contact Information (e.g. email address, telephone number, home address)
- Identification Data (e.g. name, date of birth, national ID number, work permits)
- Demographic Data (e.g. age, gender, marital status, education level)
- Information pertaining to the answers given to screening questions
- Information obtained from conducting a background checks (e.g. professional social media screening, references, criminal records history, etc.)
- Information included in your resume or cover letter (incl. candidate pictures, if attached)
- Information about education and previous employment

- Information regarding your work preferences (e.g. desired salary, willingness to relocate)
- Job interview details and outcomes of any assessments or exercises you complete
- Pre-offer information about the candidates (in some of the jurisdictions)
- Travel-related records (e.g. itineraries, transportation records, hotel reservations, travel expenses, work visas or visa applications)
- Any special needs or health condition
- Any other information that you provide to us

Please note that this is not an exhaustive list, and the specific categories of Personal Data processed may vary depending on the circumstances and applicable laws and regulations.

III. Where do we obtain your Personal Data?

Typically, the Personal Data will be collected directly from you. This can occur when you provide this information via our job portal, in your application letter, CV, or during an interview.

In specific situations, such as for pre-employment screening, we may also obtain your Personal Data from other sources, such as background check providers. Rest assured, we adhere to applicable data protection laws and regulations when obtaining this information.

If you have expressed an interest in our organization or if you have expressed an interest but have not applied for a job yet, you may be considered a prospect (potential candidate). In that case, your basic information (name, phone number, email, resume and education history) may be added to our job portal by a recruiter, or you can enter it yourself via our job portal.

IV. For which purposes do we process your Personal Data?

We may process your Personal Data for the following purposes:

- Administering the recruiting process (e.g. setting up a job applicant HR system, managing your application, conducting assessments, organizing interviews incl. travel arrangements and reimbursements, processing interview feedback)
- Onboarding (Assisting with the onboarding process if your application is successful)
- Background checks and screening as part of recruitment process
- Notifying you about other job opportunities
- Analyzing and improving the recruitment process, incl. recordkeeping and reporting
- To exercise and defend against legal claims
- Verifying information and checking references
- Assessing suitability for the applied opportunity
- Compliance with legal obligations (e.g. financial, administrative requirements, eligibility for work check) and with law enforcement requests

Please note that this is not an exhaustive list, and the specific purposes for processing Personal Data may vary depending on the circumstances and applicable laws and regulations.

V. Legal basis for Personal Data processing

We use following legal bases for the processing of your Personal Data:

- Your consent, which you can withdraw at any time
- The necessity to prepare and enter an employment contract with you

- The necessity to comply with our legal obligations
- Our legitimate interests, such as managing and improving our recruitment and hiring process or exercising and defending against legal claims. However, we will conduct a case-by-case assessment to ensure that our interests do not override your interests or fundamental rights and freedoms that require protection of Personal Data

VI. Where will your Personal Data be processed?

Your Personal Data may be transferred to and/or accessible by affiliates of Magna in countries other than your home country, where the level of privacy may not be as high as in your home country. Magna will ensure that your Personal Data is protected adequately wherever the data is transferred to or accessed by Magna affiliates, and that affiliates process your Personal Data in accordance with applicable privacy laws. Authorized personnel are obligated to maintain the secrecy and confidentiality of your Personal Data.

VII. How do we protect your Personal Data?

Magna has taken steps to safeguard your Personal Data by implementing suitable technical, organizational, and physical security measures. These measures are designed to prevent accidental, unauthorized, or unlawful destruction, loss, alteration, or disclosure of your Personal Data. Our employees and contractual partners adhere to strict confidentiality requirements and will access and process your Personal Data only on a need-to-know basis.

VIII. How do we work with third party vendors and service providers?

In order to support and enhance our recruiting process, we engage the services of third-party providers who assist us in various aspects. These providers may process Personal Data on our behalf. Some examples of these third parties may include:

- Applicant tracking system providers
- Recruitment service providers
- Employment agencies
- Vendors facilitating interviews and assessments
- Immigration advisors, including lawyers and consultants
- Reporting and analytics service providers
- Pre-employment screening services

We have comprehensive Data Privacy Agreements with Standard Contractual Clauses approved by the European Commission in place with these third parties and rely on the European Commission's adequacy decisions about certain countries, as applicable, to ensure the protection of your information. We require these providers to implement appropriate security measures and prohibit them from using your information for purposes other than what is necessary to provide the agreed-upon services.

Note that in our job portal, we enable certain third-party integrations allowing you to easily apply for a position. When selecting this option, your application will be automatically pre-filled using your profile, including your name, current position, and more. You can edit any pre-filled information and/or answer additional questions before submitting the final application.

IX. How long do we keep your Personal Data?

We delete your Personal Data as soon as they are no longer required for the above-mentioned purposes. If your application is successful and you commence employment with Magna, your Personal Data may be transferred and processed consistent with Magna's Employee Privacy Information. Additionally, we will keep your Personal Data for the duration within which claims can be made against us, as determined by statutory limitation periods, which can range from three to thirty years.

X. What are your rights in respect of your Personal Data?

Depending on the laws of the country/region where you reside, you may be entitled to the following rights regarding your Personal Data:

- Right of the data subject to information access
- Right to rectify data
- Right of erasure or anonymization
- Right to restrict processing
- Right to data portability

You have the option of contacting us directly with a complaint regarding data privacy issues or your competent data privacy supervisory authority.

XI. Revocation of consent

If the processing of Personal Data is based on your consent, you may revoke this consent at any time with effect for the future.

XII. Right of Objection in Individual Cases

You have the right to object at any time, for reasons arising from your situation to the processing of your Personal Data based on:

- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller, or
- Processing is necessary to protect the legitimate interests of the controller or of a third party except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require the protection of Personal Data, where the data subject is a child

This also applies to profiling based on these provisions. If you object, we will no longer process your Personal Data in this case unless we can prove compelling reasons for processing worthy of protection that outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

The objection can be made without form and should be addressed to

Magna International Inc.
337 Magna Drive,
Aurora, ON L4G 7K1, Canada
dataprivacy@magna.com



XIII. How can you learn about changes to this Data Privacy Information?

Please note that we may update this Data Privacy Information periodically. It is advisable to review this information occasionally to stay informed about any recent changes. The last update to this Recruiting Data Privacy Information was made in November 2024.