

**PRIVACY POLICY**  
**Job applicants, social media and newsletter**

Version 1.2, updated March 5, 2019

**1 INTRODUCTION**

Anagram values your privacy and strives to protect your personal data. It is therefore important to us that you understand how the processing of your personal data is carried out.

Anagram processes certain personal data in connection with you submitting your job application to us, in marketing and on social media. The purpose of this privacy policy is for you to understand how Anagram process your personal data and for you to feel secure that the processing is being carried out in accordance with the General Data Protection Regulation and other applicable personal data legislation. The privacy policy also describes your rights and how you can enforce them .

**2 WHO IS THE CONTROLLER OF PERSONAL DATA?**

Depending on which Anagram company within the Anagram group you apply for job at, receive newsletter from or are contacted by on social media this company is the controller the processing of your personal data that is carried out by Anagram or on behalf of Anagram.

Set forth below is the Anagram company's contact information.

Anagram Sverige AB, VAT SE556664535301

Anagram Live AB, VAT SE556878866401

Anagram Produktion AB, VAT SE556626871901

Stortorget 6-8, 3rd floor, 222 23 Lund

Anagram Norge AS

Nedre Vaskegang 6, 0186 Oslo, Norway, 918 165 606

If you have any questions regarding Anagram's processing of your personal data, please contact Max Svahn at [gdpr@anagram.se](mailto:gdpr@anagram.se)

**3 PERSONAL DATA, PURPOSE, LEGAL GROUNDS AND DURATION FOR WHICH THE DATA IS STORED**

**3.1 When you apply for a job at Anagram**

When you apply for a job at Anagram, we will process the personal data you share with us. Typically, this will include your name, your contact details, what role you are applying for, your resume and cover letter. This data is processed to assess your application and suitability for the role you are applying for and to administer the recruitment process. The processing is carried out on the basis of a balancing of interests, in which Anagram's legitimate interest is to be able to carry out the recruitment process. Should you choose not to provide us with the abovementioned data, we will not be able to assess your application.

If you have provided us with references, Anagram reserves the right to collect personal data about you from these references on the basis of balancing of interests, where Anagram's legitimate interest is to be able to assess your suitability for the role for which you have applied.

Your data will be processed during the recruitment process and for up to two months after the process has been completed. The purpose of saving your data during this time is for Anagram to be able to answer any questions regarding the recruitment process and give reasons as to why you were not selected for the job. Should you give us your consent to store your data for future recruitment needs, the data will be stored for the duration consented to.

For information about Anagram's processing of personal data as regards the casting register, click here [www.anagram.se/contact](http://www.anagram.se/contact)

### **3.2 If you have subscribed for Anagram's newsletter**

If you subscribe to Anagram's newsletter, Anagram will need to process your email address to send you the newsletter. The processing is based on a balancing of interests, in which Anagram's legitimate interest is to market itself to those who request the newsletter from Anagram.

You have the right to cancel your subscription at any point in time by unsubscribing. Anagram will continue sending you the newsletter up until you unsubscribe.

### **3.3 Anagram's use of social media**

#### If you appear in Anagram's posts on social media

Anagram is using social media as a way to market itself to its interested parties. Prior to Anagram's publication of pictures, video clips, names or other personal data on social media, Anagram will collect the consent of the concerned parties.

Certain publications are posted from Anagram's events or sets, in which people may appear who have no relationship with Anagram. Anagram assesses that this data can be posted without the consent of such people, since they portray a group of people and not particular individuals. The publication is carried out on the basis of a balancing of interests, in which Anagram's legitimate interest is to market its business activities and its events.

You have the right to, at any point in time, request that you shall be removed from a picture or video that has been published by Anagram.

#### If you follow, comment, "like" or interact with Anagram on social media in another manner

If you follow, comment, "like" or otherwise interact with Anagram on social media, your name, profile picture and comment will be displayed on Anagram's social media account. Anagram allows this data to be published on Anagram's page based on Anagram's legitimate interest to interact with those who are interested in or have opinions about Anagram and Anagram's productions through social media, provided that these people have chosen to leave a comment/review on the site.

Please note that when you interact with us on social media your data will also be processed by the company who provides the platform.

## **4 WHO WE MIGHT SHARE YOUR PERSONAL DATA WITH**

Anagram may transfer your personal data to suppliers that provide services for Anagram associated with processing above. These recipients are only entitled to process your

personal data on behalf of Anagram in conjunction with the performance of a service for Anagram. Anagram takes all reasonable legal, technical and organizational measures in order to ensure that your data is handled securely and with an adequate level of protection when transferring to, or sharing with, selected third parties.

Anagram may also disclose your personal data to a public authority when Anagram is obligated to do so by law. In the event all or parts of Anagrams operations are sold, Anagram may transfer your personal data to a potential purchaser of the business.

## 5 WHERE IS YOUR PERSONAL DATA PROCESSED?

Your personal data will be processed primarily within the EU/EEA. However, the personal data may be transferred to countries outside of the EU/EEA, if the service providers mentioned in paragraph 4 that process data on behalf of Anagram transfer the data to such locations. Anagram has taken appropriate protective measures in order to protect your personal data, i.e. the processor participates in the Privacy Shield, or having signed an agreement containing certain standard contract clauses which ensure that your data is processed in accordance with the General Data Protection Regulation.

## 6 YOUR RIGHTS

You have certain legal rights which you can enforce against the Anagram. Set forth below is a summary of these rights. For complete information regarding your rights, please see [www.datainspektionen.se](http://www.datainspektionen.se) or the General Data Protection Regulation, sections 3-5.

- (a) **Right to access to/extracts from registers.** You are entitled to be informed as to whether Anagram is processing personal data about you. If it is, you are entitled to information regarding, among other things, which personal data is being processed, the purposes of the processing, which external recipients have access to your personal data, and how long we save your personal data.
- (b) **Correction of erroneous data.** You have a right to require that Anagram correct erroneous or incomplete information about you.
- (c) **Deletion of certain data.** You have a right to require Anagram to delete your personal data under certain circumstances, for example where the personal data is no longer necessary for the purpose for which we collected it.
- (d) **Right to object to Anagram's processing of personal data.** You have the right, under certain circumstances, to object to Anagram's processing of your personal data.
- (e) **Right to restrict the processing of your personal data.** You have the right to require Anagram to restrict its processing of your personal data in certain circumstances. For example, if you have denied that your personal data is correct, you can request a restriction on the processing during a period of time which allows Anagram to verify whether the personal data is correct.
- (f) **Complaints.** If you have any complaints regarding Anagram's processing of your personal data, you are entitled to file such complaints with the Data Inspection Board.

If you would like to submit a request for an extract from the register, correction, deletion, objection or restriction, please contact Anagram at [info@anagram.se](mailto:info@anagram.se).

## 7 CHANGES IN THE PRIVACY POLICY

Anagram reserves the right to make changes to this privacy policy. If such changes are made, this will be announced on the website and in other ways Anagram finds appropriate.

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