

## **Privacy and Data management Policy – United States**

You are about to fill in personal details which will be stored in a database. Applus RTD is committed to respecting your privacy, and the information you supply on this web site is encrypted using 128-bit encryption. The information you provide will allow us to determine whether any vacancies in Applus RTD match your profile. This information will be shared between all branches of Applus RTD worldwide.

By sending in your application, you agree to inclusion of your details in the database, which is currently located in Germany we will retain the information in accordance with the applicable legal requirements.

Applus RTD collects optional demographic data on applicants for the purpose of aggregating that data to comply with our statistical reporting obligations to government agencies.

In order to complete the application process, Applus RTD requests that each applicant consent to a general background screening, which does NOT include a credit check. In addition, certain of are positions are subject to pre-employment and ongoing random drug and alcohol screening in accordance with the U.S. Department of Transportation requirements. Applus RTD does not conduct such screening itself, but has contracted with a third party to conduct the screening. That third party is contractually obligated to share with Applus RTD only the minimum necessary information, such as "Applicant X has passed the drug and alcohol screening."

By submitting your application, you understand that your data will be accessible in the United States and be used for statistical reporting purposes there. In addition, you understand that Applus RTD may be required to disclose your information to agencies of the U.S. federal and state government as well as in the event of litigation with third parties. Therefore, you consent to these disclosures and waive any rights you may have that are provided by any country in which you are a resident or in which my data is hosted.

### **Cookies and Tracking Technology**

Users should be aware that certain non-personal information and data may be automatically collected by Applus RTD through the operation of what are called "cookies". "Cookies" are small text files that identify an individual computer's browser entering a web site. A cookie file can contain information such as a user ID that the site uses to track the pages you've visited, but the only personal information a cookie can contain is information you supply yourself. A cookie can't read data off your hard disk or read cookie files created by other sites. Some parts of Applus RTD website use cookies to track user traffic patterns. We do this in order to determine the usefulness of our website information to our users and to see how effective our navigational structure is in helping users reach that information. Through cookies, a web site can recognize repeat users, facilitate the user's access to and use of the site and allow a site to track usage behavior that will allow content improvements. Applus RTD uses cookies only for the abovementioned purposes.

If you prefer not to receive cookies while browsing our website, you can set your browser to warn you before accepting cookies and refuse the cookie when your browser alerts you to its presence. You can also refuse all cookies by turning them off in your browser. Note that it is possible that some aspects of Applus RTD site may be unavailable to you if you choose this

option. If you have no problem accepting cookies, but wish to be informed of their appearance, you may turn on a warning prompt by modifying the cookie warning section in your browser.

### **Automatic Logging of Session Data**

To help us serve you better, we continuously and automatically collect generic, non-personal information about visits to our Web site. The following points describe the nature of the information collected in our Web server logs:

- We collect anonymous visitor information like IP addresses, browser types, return visits from past guests, referring pages, pages visited along with the order in which they were visited, and time spent on the Web site We collect such non-personally identifiable information for the following purposes: (1) to obtain anonymous statistical analysis of Web page traffic patterns for our Web site (2) to administer our Web site and servers and (3) to improve our overall site effectiveness.
- As mentioned above, we use cookies only for more accurate anonymous traffic analysis. The data that we collect is never stored in any individual user profile; the data collected serves only to update aggregate counts allowing us to monitor traffic on our Web site.

### **Changes to this Privacy Policy**

Applus RTD will amend this policy from time to time. If we make any substantial changes in the way we use your personal information we will make that information available by posting a notice on this site.