

European Data Privacy Transparency Notice for Employee Applicants

Effective on: June 25, 2026

Introduction and Scope

Agendia N.V. (Data Controller) at Radarweg 60, 1043 NT Amsterdam, The Netherlands, and its subsidiaries including its affiliated company in the United States, Agendia, Inc., (collectively referred to herein as “Agendia” or the “Company”), are committed to adhering to applicable data protection laws. Agendia recognizes and respects the privacy rights of individuals with regard to their Personal Data. Personal Data can be factual (for example, a name, email address, location, or date of birth) or anything related to that person’s actions or behavior.

If you are from the European Union (EU), this Data Privacy Transparency Notice (the “Notice”) describes the personal data Company collects about you in connection with the job application process. The Notice explains Agendia’s legal basis for collecting and using your Personal Data and the specific context in which we collect it. This Notice also describes your rights under the General Data Protection Regulation (Regulation (EU) 2016/679) (“GDPR”).

What Is Covered by This Privacy Notice?

This Notice applies only to employee applicants and candidates for employment who are residents of the European Union (EU) and from whom we collect “Personal Data” as defined under GDPR.

What Categories of Personal Data Does Agendia Collect?

Most often, the personal data that Agendia collects from employee applicants is collected from them directly. In some cases, we may collect personal data about employee applicants from a recruiting agency or an applicant’s social media (if provided by the applicant). In most circumstances, we will get your permission before we collect personal data about you from a third party.

In order to process your application properly or at all you must provide contact details and a Curriculum Vitae (CV). Personal data such as social media and demographic fields are not required to properly process your application.

Collected and stored personal data can appear in the form of:

- *Contact Information* – such as home address, personal email, and phone numbers

- *Education & Skills* – such as education & training history, educational degrees, and languages,
- *Employment Information* – such as previous work history, type of experience,
- *Personal Identification* – such as citizenship status, date of birth, full name, gender, nationality, signature,
- *Professional Experience & Affiliations* – such as professional memberships and qualifications/certifications,
- *Social* – such as social media accounts and contacts,
- *Travel & Expenses* – such as travel booking details and travel history; collected only in the event that Agendia organizes your travel for an interview,
- *Video recordings* – such as recorded interview sessions; this may happen in exceptional cases and individual will be informed in advance.

Be aware that we do not collect your Citizen Service Number (BSN), as part of the application process. If we ask you to provide any other personal data not described above, then the personal data we will ask you to provide, and the reasons why we ask you to provide it, will be made clear to you at the point we collect it.

Purposes & Legal Basis for Processing Personal Data

Agendia processes the personal data of applicants for the following purposes:

- **The recruitment of Employees and Contractors:** This process entails finding the correct candidate for vacant positions within Agendia. It involves the collecting and reviewing of CVs, conducting job interviews, performing assessments and selecting a candidate to start as an employee within Agendia. We process this personal data on the basis that it's necessary to enter into an employment contract with the respective candidate (pre-contractual steps).
- **Evaluation/Screens of Applicants:** In some cases, we perform pre-employment screening verification of the applications information and background. We rely on our legitimate interests (Article 6(1)(f) GDPR to protect the integrity of our recruitment process, ensure candidates meet regulatory/role requirements where applicable, and prevent fraud and security incidents"
- **Hiring and Onboarding of Employee and Contractors:** Agendia uses personal data collected in the recruitment process to prepare an employment contract. We process this personal data on the basis that it's necessary for entering into an employment contract with the relevant employee.

How Does Agendia Obtain Your Personal Data?

Company will collect your personal data through the job application process, through interview or other forms of assessment. The Company may also collect your personal data through third parties, such as

recruiting agencies, former employers, educational institutions you attended, social networks, or other information providers.

With Whom Does Agendia Share Your Personal Data?

Your personal data may be shared internally for the purposes of the recruitment process. This includes members of the HR and recruitment team and interviewers involved in the recruitment process, if access to the data is necessary for the performance of their roles.

We may disclose your personal data to a third party under the following circumstances:

- for business purposes
- if we in good faith believe we are compelled by any applicable law, regulation, legal process, or government authority;
- where necessary to exercise, establish or defend legal rights, including to enforce our agreements and policies;
- to protect Agendia's rights or property;
- in connection with regular reporting activities to other members of the Agendia corporate family;
- to protect Agendia, our other customers, or the public from harm or illegal activities;
- to respond to an emergency which we believe in good faith requires us to disclose data to prevent harm; or
- with your consent, which you have the right to withdraw your consent at any time.

Below is a list of categories of recipients, with whom we may have disclosed your personal data.

- Service providers, which may provide:
 - application hosting services,
 - Microsoft 365,
 - system software and services used to manage business expenses and reimbursements,
 - cloud storage services



International Operations and Transfers Out of Your Home Jurisdiction

Your personal data may be collected, used, processed, stored, or disclosed by us outside your home jurisdiction, including in the U.S., and in some cases, other countries. These countries may have data protection laws that are different from the laws of your country. Agendia only transfers personal data to another country, including within the Agendia corporate family, in accordance with applicable privacy laws, and provided there is adequate protection in place for the data. Where we transfer personal data outside the EEA (e.g., to the U.S.), we do so on the basis of an Adequacy Decision, if one does not exist, we use the European Commission's Standard Contractual Clauses (SCCs).

How Does Agendia Protect Your Personal Data?

Agendia is strongly committed to keeping your personal data safe. Agendia has implemented and will maintain technical and organizational security measures designed to protect your personal data from unauthorized processing.

How Long Do We Retain Your Personal Data?

We will keep your personal data for as long as is needed to carry out the purposes we've described above, or as otherwise required by law. Generally, this means we will keep your personal data until the end of your employment application process with us, plus a reasonable period after that where necessary to respond to any inquiries or deal with legal or administrative matters.

For employee applicant personnel records, that retention period is 30 days after the applicant's relationship with Agendia has ended.

Where we have no continuing legitimate business need to process your personal data, we will either delete or anonymize it or, if this is not possible (for example, because your personal data has been stored in backup archives), then we will securely store your personal data and isolate it from any further processing until deletion is possible.

Your Privacy Rights

You have specific rights regarding your personal data. This section describes those rights and explains how you can exercise those rights.

You have the right to request access of an overview of your personal data, and under certain conditions, rectification and/or erasure of personal data. In addition, you may also have the right of restriction of processing concerning your personal data, the right to object to processing as well as the right to data portability.



How Can You Exercise Your Privacy Rights?

To exercise any of the rights described above, please submit a request by:

- Providing a completed form to Compliance. The form is available on the [Agendia website](#), or you may ask a Compliance team member (compliance@agendia.com) to provide the form to you, or
- Writing to Agendia at: Agendia, Inc. Attn: Compliance Department 22 Morgan, Irvine, CA 9261

Verification of your identity to respond to your request to know and delete

To evaluate your requests to know or delete, the Company will need to be sure that you made the request.

The Company will verify your identity by asking a few questions concerning information the Company already holds about you to confirm your identity.

The Company will use the personal data you provide only for the purpose of verifying the requestor's identity or authority to submit the request

Response Timing and Format of Our Responses

The Company will confirm the receipt of your request as soon as possible. In that communication, the Company will describe the identity verification process (if needed) and when you should expect a response, unless the request has already been granted or denied.

Please allow up to 30 days for a reply to your request from the day the Company received your request.

If the Company needs more time (up to 90 days in total), you will be informed in writing of the reason why and the extension period.

The Company will send a written response by mail or electronically, at your option.

If the Company cannot satisfy a request, the Company will explain why in the response. For data portability requests, the Company will choose a format in which to provide your personal data that is readily useable and that should allow you to transmit the information from one entity to another entity without difficulty

Contact Us

If you have any questions or comments about this Notice, how the Company collects and uses your personal data or wish to exercise your rights, please write to the Compliance Department by email at compliance@agendia.com or by postal mail at: Agendia, Inc. Attn: Compliance Department, 22 Morgan, Irvine, CA 92618.

Lodging a Complaint

If you believe that the Organisation has not complied with your data protection rights, you have the right to lodge a complaint to the Dutch Data Protection Authority with the information below:

Autoriteit Persoonsgegevens

PO Box 93374

2509 AJ DEN HAAG

Telephone number: (+31) - (0)70 - 888 85 00

Fax: (+31) - (0)70 - 888 85 01

Visiting address (only by appointment)

Bezuidenhoutseweg 30

2594 AV Den Haag

Changes to this Notice

If any material changes are made to this Notice, the revised Notice will be posted on Agendia's website with an updated "Effective" date. This Notice will be reviewed annually.