

Centauri Therapeutics Limited Recruitment Privacy Notice

This Privacy Notice is intended to ensure that you (“**you**”, or “**your**”) are aware of how Centauri Therapeutics Limited (“**Centauri**”, “**we**”, “**us**”) may collect personal data from you when you apply for a job opening posted by us and how such personal data will be processed by us during the recruitment process in accordance with the UK General Data Protection Regulation (“**UK GDPR**”).

Centauri is a data controller. This means that we are responsible for deciding how we hold and use personal data about you.

This Privacy Notice applies to all candidates applying for a job opening posted by us.

The person with responsibility for data protection compliance within Centauri is Jessica Boyle (“**GDPR Owner**”). Should you have any questions about this Privacy Notice please contact Jessica at info@centauritherapeutics.com.

Your personal information

- Information we collect from you

We collect and process some or all of the following types of information from you:

- Information that you provide when you apply for a role. This includes information provided through an online job site, via email, in person at interviews and/or by any other method.
 - In particular, we process personal details such as name, email address, address, date of birth, qualifications, experience, information relating to your employment history, skills and experience that you provide to us.
 - If you contact us, we may keep a record of that correspondence.
- Information we collect from other sources

Using the data you provide to us we may link this to other publicly available information about you that you have published on the internet – this may include sources such as LinkedIn and other social media profiles.

In some cases, Centauri may collect personal data about you from third parties, such as references supplied by former employers and information from recruitment agencies or employment background check providers.

Lawful basis for processing

We rely on legitimate interest as the lawful basis on which we collect and use your personal data. Our legitimate interest is the recruitment of staff for our business. We

also need to process your personal information to decide whether to enter into a contract with you.

Purposes of processing

We use information held about you in the following ways:

- To consider your application in respect of a role for which you have applied.
- To consider your application in respect of other roles.
- To communicate with you in respect of the recruitment process.

Automated decision making/profiling

We do not use automated decision making/profiling to select appropriate candidates for us to consider based on criteria we have identified. Any decision as to who we will engage to fill the job opening will be made by the relevant hiring member of staff and senior management.

Security

We take appropriate measures to ensure that all personal data is kept secure including security measures to prevent personal data from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal data to those who have a genuine business need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted through any online means, therefore any transmission remains at your own risk.

Where we store your personal data

We store your personal data on a password-protected SharePoint database within the UK.

Retention

We will hold all the data for 30 days or for the duration of the decision making process until a candidate is hired, whichever is the longer.

Your personal information will be deleted on one of the following occurrences:

- Your application for the role was unsuccessful;
- receipt of a written request by you to delete your personal information.

Accuracy

We take reasonable steps to ensure that personal information is accurate, complete, and current. Please note that you have shared responsibility with regard to the accuracy of your personal information. Please notify the GDPR Owner of any changes to your personal information.

Your rights

You have rights as an individual, which you can exercise in relation to the information we hold about you under certain circumstances. These rights are to:

- request access to your personal data and request certain information in relation to its processing;
- request rectification of your personal data;
- request the erasure of your personal data;
- request the restriction of processing of your personal data;
- object to the processing of your personal data;
- request the transfer of your personal data to another party.
- object to decisions being taken by automated means which produce legal effects concerning you or similarly significantly affect you
- object in certain other situations to our continued processing of your personal data
- otherwise restrict our processing of your personal data in certain circumstances

If you want to exercise one of these rights please contact the GDPR Owner. You also have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues.

You will not usually have to pay a fee to access your personal data (or to exercise any of your other rights). However, we may charge a reasonable fee if your request for access is manifestly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

Changes to this Privacy Notice

We reserve the right to update this Privacy Notice at any time, and we will make an updated copy of such Privacy Notice available to you and notify you when we make any substantial updates. We may also notify you in other ways from time to time about the processing of your personal data.

Further information

This Privacy Notice is intended as a summary and is not an exhaustive account of all aspects of our collection and use of personal data. If you require any further information, please do not hesitate to contact the GDPR Owner.