



# Golden Omega S.A Data protection policy, staff recruitment and selection procedure

For **GOLDEN OMEGA S.A**, the privacy and confidentiality of personal information are fundamental. Thus, this data protection policy governs the processing of applicants' personal data during staff recruitment and selection procedures carried out by Golden Omega.

## 1 RESPONSIBLE FOR THE PROCESSING

GOLDEN OMEGA S.A.  
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Phone: +56 58 2203001  
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## 2 COLLECTED DATA

During the staff recruitment and selection procedure, Golden Omega will collect applicants' personal data related to identification details, such as name, surnames, ID number, address, phone number, and e-mail; information regarding education and work experience; physical and mental health; and the competence of applicants based on the tests taken by the applicant as part of the selection procedure, and the information obtained from background checks, according to the company's compliance models.

Golden Omega is not responsible for verifying the lawfulness of the information provided by the applicants and cannot be held liable for any infraction resulting from inaccuracies, illegitimacy, alterations, misuse, fraud, or sanctions arising from such information. Therefore, applicants providing this information guarantee its accuracy, truthfulness, and authenticity, and they confirm that they are not impersonating others, nor using information from third parties.

## 3 PURPOSE OF THE PROCESSING

Golden Omega processes the applicants' personal data for the following purposes:

**3.1.** To select the staff for an open position at the company.

**3.2.** Golden Omega will maintain a file with the information of applicants whose profile meets the company's requirements for consideration in future staff selection and recruitment procedures. Hence, Golden Omega may contact applicants participating in selection procedures based on their profiles.



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#### 4 DATA RETENTION PERIOD

The personal and sensitive data of applicants who are not selected or hired will be retained for a maximum of 10 years. For hired applicants, their data will be processed according to the data protection policy agreed upon in the contract signed with Golden Omega.

Golden Omega is committed to only collecting the necessary data for staff selection, ensuring they are adequate, relevant, and not excessive, limited only to the purposes for which they are processed. To maintain data accuracy, we kindly ask applicants to let us know of any changes or updates by sending a mail to [rrhh@goldenomega.cl](mailto:rrhh@goldenomega.cl).

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#### 5 TRANSFER OF DATA

Golden Omega may temporarily share applicants' personal data for the purpose of conducting psychological interviews and/or competency tests; and/or when these selection procedures are carried out by a third party on behalf of Golden Omega.

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#### 6 RIGHT OF DATA SUBJECTS

Every individual has the right to be informed of the processing of their data. In this regard, any applicant can exercise the following rights:

- a. Interested parties have the right to access their personal data.
- b. Rectify inaccurate data.
- c. Terminate data processing when, among other reasons, the data is no longer required for the initial purposes of collection.
- d. Object to the processing of their data when such processing affects their fundamental rights and freedom, as well as in other cases stipulated by law.
- e. The portability of data collected during the selection procedure should be provided in a structured, commonly used, and generic format, allowing for communication or transmission to another data controller.

To exercise these rights, the applicant must contact Golden Omega at the e-mail [rrhh@goldenomega.cl](mailto:rrhh@goldenomega.cl). Upon receiving requests to exercise these rights, Golden Omega will confirm the applicant's identity and may ask for any information it deems appropriate to ensure the protection of applicants' personal data. Moreover, if the applicant's identity cannot be verified, Golden Omega reserves the right to decline the request.

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#### 7 SAFETY PROCESSING

Golden Omega commits to maintaining appropriate levels of security to safeguard personal data in accordance with the relevant regulations and to implement feasible and reasonable technical and organizational measures to prevent data loss, misuse, alteration, and unauthorized access of applicants' information. However, it is recognized that security measures can't be entirely invulnerable, thus, Golden Omega commits to complying with the obligation of maintaining the secrecy and confidentiality of applicants' personal data in accordance with relevant laws. Additionally, it will strive to ensure, within reasonable means, secure processing during any potential transfers.