DATA TO BE PROVIDED DURING EMPLOYMENT

PROCESSING OF PERSONAL DATA IN CONNECTION WITH YOUR EMPLOYMENT

During your employment with us, we receive and process a variety of personal data about you. This makes us the data controller in respect of the personal data we process about you.

Our contact details are available here:

Tican Fresh Meat A/S
Company reg. (CVR) no. Tican Fresh Meat A/S
Adress: Strandvejen 6
E-mail: tican@tican.dk
Telephone number: +4599192300.

During your employment, we process general personal data about you, but we may also process special personal data, your civil registration (CPR) number or personal data relating to criminal convictions and offences. In this document, you can read more about the data we process about you during your employment.

DATA RECEIVED ON EMPLOYMENT

The purpose of collecting personal data about you during the recruitment process was to assess whether you were a qualified candidate for the position in which you were employed.

We store these personal data during your employment to be able to document your employment relationship history. During the recruitment process, we registered the personal data provided in your application, CV and any other attached documents as well as any personal data you provided to us during the interview.

We typically process the following personal data: Name, address, date of birth, gender, telephone number, e-mail address, marital status, education(s), career history, driving licence details, and certificates.

We process these personal data in accordance with article 6(1)(f) of the General Data Protection Regulation (GDPR) as the personal data have been submitted or provided to us by you in connection with your employment and as the personal data serve to document your employment relationship history.

INFORMATION FROM SOCIAL MEDIA

If we searched social media platforms such as LinkedIn in connection with your employment, we retain information about this

This will only be the case if you are employed in a position focusing on, for example, customers and external business relationships. We rely on the balancing of interests rule set out in Article 6(1)(f) of the General Data Protection Regulation (GDPR) as the legal basis for obtaining information about prospective employees from social media in order to assess whether you have a profile that fits the company and the specific position. We retain this information to document the history of your employment relationship.

DATA FROM PERSONALITY TESTS

If you completed a personality test in connection with your employment, we store the results of such test. We use personality tests to assess whether your competencies and qualifications match the company's profile and the specific position.

We register data from the personality test in accordance with article 6(1)(f) of the GDPR on the balancing of interests. We used the test to be able to assess whether your profile matches the company and the specific position, and we store the data to be able to document your employment relationship history.

RESIDENCE AND WORK PERMIT AND SUNDHEDSKORT

Your employment is conditional on you having a valid work and residence permit. In order to confirm this, we request to receive a copy of your passport in connection with your employment.

If, due to your citizenship, you need a work and residence permit to work lawfully in Denmark, we will also obtain a copy of your work and residence permit from you. We do this both when you are employed and when your work and residence permit needs to be extended.
To ensure that you are entitled to treatment within the healthcare system in the event of an injury, we also obtain a copy of your health insurance card. In addition, we use the health insurance card to verify the correct CPR number when creating records in various systems.

We obtain a copy of your passport and any work and residence permit in accordance with article 6(1)(c) of the GDPR as we have an obligation under section 59(5) of the Aliens Act to ensure that this is in order.

DATA FROM PREVIOUS EMPLOYER

For some positions, we need to obtain references from previous employers. If we obtain references from one or more of your previous employers, we will register the data we receive.

We process these data in accordance with article 6(1)(f) of the GDPR on the balancing of interests.

Before we obtain any references, we will obtain you consent. We obtain references to be able to assess whether your profile matches the specific position, and we store the data to be able to document your employment relationship history. You may withdraw your consent at any time. You can do so by contacting us using the contact details provided above. If you withdraw your consent, the withdrawal will only take effect from that point onwards. Therefore, it will not affect the lawfulness of our processing of your personal data up to the time you withdraw your consent

DATA WE RECEIVE DURING YOUR EMPLOYMENT

During your employment, we receive a variety of data about you. Generally, we process these data to ensure that we meet our obligations towards you under the employment contract, the applicable collective agreement and the legislation we are bound to comply with. You can read more about the purpose of processing the individual categories of data below.
The data are registered in our system

MASTER DATA ETC.

In connection with your employment and the ongoing employment relationship, we process a variety of data about you to meet our obligations towards you under the employment contract.

We process the following data:

- Master data, including name, date of birth, job title, address, telephone number, e-mail address and account number
- Data about your educational background, including relevant diplomas and supplementary training
- Registration of hours worked
- Appraisal of performance.
- Registration of sickness absence, leave periods and holidays taken

We process these personal data in accordance with article 6(1)(b) of the GDPR as we need to process these personal data to perform the employment contract with you.

In connection with payment of salary during the ongoing employment relationship, we process data about you, including your civil registration (CPR) number, when we disclose data to the Danish tax authorities (SKAT) for the purpose of tax withholdings. We process these data in accordance with section 11 of the Data Protection Act and article 6(1)(c) of the GDPR as this processing is required to comply with our obligations under tax legislation.

PERSONAL DATA CONCERNING HEALTH

In connection with sickness absence during your employment, it may be relevant to obtain medical certificates, including fitness-for-work certificates pursuant to section 36a of the Sickness Benefits Act, perform sickness interviews pursuant to section 7a of the Sickness Benefits Act or obtain material from your municipality of residence in connection with any sickness benefits case. In such situations, we may receive and register personal data about your health.

We will process such health information in accordance with sections 7(1) and 12 of the Data Protection Act as the receipt of these data is required to determine the company's legal position in relation to the Sickness Benefits Act and employment law rules, including for example the General Agreement made between the Confederation of Danish Employers (DA) and the Danish Confederation of Trade Unions (LO), the Salaried Employees Act and the Act on Prohibition against Discrimination.

DATA ABOUT CHILDREN

In connection with your employment, we will process data about how many children you have and how old they are. We do this to establish whether you are entitled to any children's care days, and whether you are entitled to children's first sick days.

We process such data in accordance with article 6(1)(b) of the GDPR and section 12 of the Data Protection Act as we need to process these personal data to perform the employment contract with you.

DATA ABOUT YOUR NEXT OF KIN

We register contact details about the persons you have designated as your next of kin.

We register these data in accordance with article 6(1)(f) of the GDPR on the balancing of interests as our registration of your next of kin ensures that we can get in contact with them in the event of an accident, acute sickness or the like at work.

REPRIMANDS, WARNINGS, ETC.

If, during your employment, we receive any complaints about you or if you receive any oral or written reprimands or warnings from the company, we will store data about such events.

We register these data in accordance with article 6(1)(f) of the GDPR on the balancing of interests as such personal data document your employment relationship history and may have an impact on the company's legal position in relation to any future employment law responses.

DATA ABOUT CONTROL MEASURES

CCTV system

In connection with the company's CCTV surveillance, we register information about you. If your job function involves being subject to CCTV surveillance, we register information regarding your movements in the areas where CCTV surveillance is in operation.
The purpose of the CCTV surveillance is to monitor production activities and animal welfare.
In the event of a specific suspicion, we may use information obtained through CCTV surveillance for monitoring and control purposes in relation to you, and such information may form part of a personnel case.
We provide notice by means of signage in the areas of the company where CCTV surveillance has been installed.
Recordings from the company's CCTV surveillance system are deleted no later than 30 days after they have been made, unless a longer retention period is necessary in connection with the company's handling of a specific case or dispute.
We process these data pursuant to Article 6(1)(f) of the General Data Protection Regulation and Section 12(1) of the Danish Data Protection Act, as it is necessary to process these personal data for purposes relating to production activities and access to the company. The control measure has been established in accordance with the DA/LO Agreement on Control Measures.

Use of IT systems
In connection with the company's monitoring of the use of IT systems, including the internet and e-mails, we register information about you. If your job function is subject to these rules, we register information regarding your use of the company's IT systems, including the internet and e-mails.

The registration of your use of the company's IT systems is intended to ensure IT security in relation to the company's systems as described in the IT Regulations. In addition, in the event of a specific suspicion, we may use information obtained from the IT systems for monitoring and control purposes in relation to you, and information concerning you obtained from these systems may therefore form part of a personnel case.
You can read more about the information we process about you in the IT Regulations, which can be found at F:\HR\Personale_Politikker.
We process these data pursuant to the balancing of interests provision in Article 6(1)(f) of the General Data Protection Regulation and Section 12(1) of the Danish Data Protection Act, as it is necessary to register these personal data in order to safeguard the company's data security. The control measure has been established in accordance with the DA/LO Agreement on Control Measures.

Alcohol and drug testing
In connection with the carrying out of tests in accordance with our Alcohol and Drug Policy, we register information about you. If your job function is subject to these rules, we register information regarding the results of the tests carried out.
The purpose of conducting the tests and registering the results is to ensure compliance with the company's Alcohol and Drug Policy, including ensuring road safety, workplace safety, and related matters. In addition, the results of completed tests may form part of a personnel case.
You can read more about the company's Alcohol and Drug Policy in our internal personnel policies, which can be found at F:\HR\Personale_Politikker.
We process these data pursuant to the balancing of interests provision in Article 6(1)(f) of the General Data Protection Regulation and Section 12(1) of the Danish Data Protection Act, as it is necessary to register these personal data in order to ensure compliance with the company's Alcohol and Drug Policy, including ensuring road safety, workplace safety, and related matters. The control measure has been established in accordance with the DA/LO Agreement on Control Measures

Access control
Upon your employment with the company, you will be issued an access card for the workplace. The access card provides you with personal access to the company.
The purpose of the access control system is to ensure that no unauthorized persons gain access to the company and to record who has been present in a particular area of the company in the event of fire, theft, vandalism, or similar incidents.

In the event of a specific suspicion, we may use information from access logs for monitoring and control purposes in relation to you, and information from access logs may form part of a personnel case.
You can read more about our use of access control in the Employee Handbook, which can be found at F:\HR\Personale_Politikker.
We process these data pursuant to the balancing of interests provision in Article 6(1)(f) of the General Data Protection Regulation and Section 12(1) of the Danish Data Protection Act, as it is necessary to register these personal data in order to ensure that no unauthorized persons gain access to the company and to record who has been present in a particular area of the company in the event of fire, theft, vandalism, or similar incidents. The control measure has been established in accordance with the DA/LO Agreement on Control Measures

USE OF PHOTOS

Your portrait photograph may be used internally.
We rely on the balancing of interests provision in Article 6(1)(f) of the General Data Protection Regulation as the legal basis for this processing. The purpose of using your portrait photograph is to ensure that your colleagues can identify you.
For employees in certain positions, we also use portrait photographs on our website so that our customers and business partners can identify them. If this is relevant to you, we will obtain your consent for this purpose, as we rely on consent pursuant to Article 6(1)(a) of the General Data Protection Regulation as the legal basis for using portrait photographs on the website.
You may withdraw your consent at any time. If you withdraw your consent, the photograph will be deleted, and this will have no consequences for your employment relationship. Certain employees appear in photographs used in our marketing materials.

In addition, we use situational photographs from events held by the company in which you may appear, for example on the intranet for a period following an event. We rely on the balancing of interests provision in Article 6(1)(f) of the General Data Protection Regulation as the legal basis for this use, as the purpose of the situational photographs is to document the company's history.

TRADE UNION MEMBERSHIP

In order to fulfil our obligations under collective agreements to which the company is subject, it may be necessary to register information concerning your trade union membership. This will be the case where the company deducts trade union membership fees from your salary, provided that you are a member of the trade union that is party to the collective agreement, pays sick pay in accordance with the collective agreement, and assesses whether you are entitled to managerial compensation.
We process information concerning your trade union membership pursuant to Section 7(2) of the Danish Data Protection Act

ON SEVERANCE OF SERVICE

If you leave your position with Tican Fresh Meat A/S, we will register the reasons for severance of your service.

We register such personal data in accordance with article 6(1)(f) of the GDPR on the balancing of interests as such personal data document your employment relationship history and may have an impact on the company’s legal position in any subsequent employment disputes.

STORAGE AND ERASURE

We will store in your personnel file any data we have registered about you in connection with your employment and during the ongoing employment relationship for up five years after termination of your employment, unless it is necessary to store the data for a longer period of time.

OTHER RECIPIENTS WHO MAY PROCESS YOUR PERSONAL DATA

In connection with your employment relationship, we will disclose or transfer your personal data to the following recipients:

- Public authorities, including municipalities and SKAT, in connection with payment of salary, reimbursement of sickness benefits, etc.
- Labour Market Insurance (Arbejdsskadestyrelsen) in connection with work-related injuries
  Insurance Company
  Pension company and health insurance provider
- Danish employers' association (In order to comply with the company's obligation in relation to the Act on Statistics Denmark, DA passes on the personal data to Statistics Denmark in unprocessed form)

YOUR RIGHTS

According to the GDPR and the Data Protection Act, you have a number of rights. Please contact us if you wish to exercise any of your rights.

Right to access data (right of access), article 15

You have the right to obtain access to the personal data we are processing about you as well as a variety of other information.

Right to rectification, article 16

You have the right to have any inaccurate personal data about you rectified.

Right to erasure, article 17

In special circumstances, you have the right to have personal data about you erased before our usual time limit for erasure.

Right to restriction of processing, article 18

In certain circumstances, you have the right to restriction of the processing of your personal data. If you are entitled to restriction of processing, we may in future only process your personal data

– with the exception of storage

– with your consent, or for purposes of establishing, exercising or defending legal claims or protecting a person or important public interests.

Right to object, article 21

In certain circumstances, you have the right to object to our lawful processing of your personal data.

Right to transmit data (data portability), article 20

In certain circumstances, you have the right to receive your personal data in a structured, commonly used and machine-readable format and to have those data transmitted from one data controller to another without hindrance.

You can read more about your rights in the Danish Data Protection Agency's guidance on the rights of data subjects, which is available at www.datatilsynet.dk.

Filing of complaints with the Danish Data Protection Agency

You may file a complaint about our processing of your personal data with the Danish Data Protection Agency. You can find the contact details of the Danish Data Protection Agency on their website, www.datatilsynet.dk.

November 2026.