

# Information on the Processing of your Applicant Data

This is to inform you about the processing of your personal data by New Reinsurance Company Ltd. (NewRe), and your rights under Swiss data protection legislation.

## 1 Who is responsible for processing your data?

New Reinsurance Company Ltd.  
Zollikerstrasse 226  
8008 Zurich  
Switzerland  
Telephone +41 (0)58 226 65 00

If you have any questions about this information, please contact our Legal & Compliance department at the above mentioned address (with the addressee "Legal & Compliance"), or by sending an email to [dataprotection@newre.com](mailto:dataprotection@newre.com).

## 2 Which data categories do we use?

The categories of personal data that we process include, in particular, your names (first name(s) and surname), nationality, contact details (e.g. address, telephone number(s) and email address), job-related information (e.g. work permit) and data relating to the entire application process (in particular, covering letter, CV, certificates/letters of reference, questionnaires/interviews, information on your qualifications and previous employment). We do not require any sensitive personal data (such as health data, religious affiliation, degree of disability) to process your application. We only use this data if you have disclosed it voluntarily in the course of the application process and your consent or a statutory authorisation justifies its use.

If you are invited to an interview, we also record your data as part of video surveillance at our office building (particularly at the entrance to the building, fingerprint access points, exterior walls of the building and at the gates/doors to our parking garages). You can find more information on video surveillance in the information notice for visitors available on our website.

## 3 For what purposes and on what legal grounds will your data be processed?

We process your personal data in compliance with the Swiss Code of Obligations, the Swiss Federal Act on Data Protection, the Ordinance to the Federal Act on Data Protection and other applicable laws (e.g. Swiss Federal Act on Gender Equality).

The primary purpose of data processing is to conduct and complete the application process and to assess your suitability for the position in question. Your applicant data has to be processed so that we can decide whether to conclude an employment contract with you or not. In some areas, we may rely on separate consent e.g. regarding the use of your application documents for other Munich Re Group vacancies. If you grant your consent, you have the right to revoke for the future at any time.

We will also process your data to fulfil our legal duties as a potential employer based on legal or supervisory provisions, e.g. in accordance with social security requirements, or to compare your

data against sanctions lists to comply with sanctions provisions. We may additionally ask you for previous convictions if this is relevant for your employment.

Processing your data is also necessary for us to protect our security interests, especially for our video surveillance.

We also use your data for statistical purposes (e.g. studies on applicant behaviour). Any statistics are collected purely for internal purposes and the findings are not individualised, but rather always remain anonymous.

Should we wish to process your personal data for a purpose not listed above, we will inform you of this in advance pursuant to applicable law.

No automated decision-making is used.

#### **4 Where does your data come from?**

As a rule, your personal data will be collected from you directly as part of the application and recruitment process. In addition, we may also have received data from third parties (e.g. recruitment agencies), to which you have provided your data.

#### **5 Who receives your data?**

Your data is treated confidentially at all times. Within our company, the only persons that will have access to your personal data will be those that need it for the recruitment decision and to fulfil their (pre-)contractual and legal requirements.

Where we are unable to offer you any vacant job position, but your profile gives us reason to believe that your application could possibly be of interest for future job openings within our group of companies, we will pass your application details on to other companies within the Munich Re Group, provided you have given us your explicit consent to do so.

Our IT systems and the online applications platform are administered by Munich Re, which in turn uses other service providers for operating the systems/platform. You will therefore be directed to a Munich Re page when submitting your application data. When applying for a NewRe position, your application data will only be used for that particular position and be shared within the respective department(s) at NewRe which are concerned with your application. However, certain authorised employees within the Munich Re Group or at third party service providers may also gain access to your personal data by operating/administering the application platform and by managing the application process. The categories of service providers can be found [here](#).

Where required or permitted by law, authorities, courts or professional advisors may also gain access to your personal data.

#### **6 Where and how do we transfer data to countries outside Switzerland?**

We may process and transfer your data to anywhere in the world where Munich Re, its group companies, our service providers or other recipients are located.

An overview over Munich Re's worldwide offices can be found [here](#). Service providers or other recipients may be located in Switzerland, the EU or in other countries worldwide, particularly in Asia (e.g. India) or the US. An overview over subcontractors that are used by NewRe's service provider Munich Re can be found [here](#).

We only share your personal information on a basis that guarantees adequate data protection in accordance with applicable data protection laws. Should we pass on personal data to service providers or Group companies outside Switzerland, we will do so only if the Federal Council has confirmed that the respective third country's level of data protection is sufficient or if data protection is otherwise sufficiently guaranteed. The level of data protection in certain third countries (particularly the US) does not correspond to the Swiss data protection level and there is a risk that your data may be processed by authorities, possibly without the possibility of legal recourse. For data transfers into such countries, we ensure that the necessary data protection measures are implemented (e.g. binding corporate rules on data protection or standard contract clauses that have been recognised by the Federal Data Protection and Information Commissioner). In some rare cases, an appropriate level of data protection may be unnecessary if for example you have explicitly agreed to the disclosure.

The companies in the Munich Reinsurance Group have adopted binding corporate rules (BCRs). Appropriate data protection guarantees are therefore in place worldwide at these Group companies.

You can request detailed information on this, as well as on the level of data protection of our service providers in third countries, at the points of contact mentioned above.

## **7 How long will your data be stored?**

Generally, we will delete your personal data, including your profile in our applicant portal, six months after completion of the application process. This does not apply if you consent to a longer storage of your data (e.g. including it in our applicant tool so that we can offer you another position in the future), if statutory provisions preclude deletion or if further storage is necessary for the performance of the employment contract, for evidential purposes or if you have consented to a longer period of retention.

## **8 What privacy rights can you claim as a data subject?**

You may request information at the address indicated above about the personal data we have stored under your name. In addition, under certain conditions, you may request that your data be deleted or corrected. You may also have a right to restrict the processing of your data and a right to have the data you have made available disclosed in a standard electronic format.

If we process your data for the purpose of safeguarding legitimate (Group) interests, you may lodge an objection to such processing at the above address, provided your particular situation presents grounds for opposing such data processing. We will then stop the processing, unless we have compelling legitimate grounds not to do so that override your interests, or if processing serves the establishment, exercise or defence of legal claims. If you have given your consent, you have the right to revoke it at any time with effect for the future; if you were not informed of any other way to do so when you gave your consent, you can send your revocation to the above address.

If you wish to complain, you can contact the Legal & Compliance department mentioned above.

## **9 Are you obliged to provide your data?**

Within the scope of your application, you are obliged to provide the personal data required for performing the application process and the assessment of suitability. Without this data, we will not be able to conduct the application process and will not be able to make a decision on the conclusion of an employment relationship.

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### **Information on the Processing of your Applicant Data**

**Version:** 3

**Valid from:** April 2026

## **10 What measures do we take to protect your data?**

We take state-of-the-art technical and organisational security measures to protect data against accidental or intentional manipulation, loss, destruction, and access by unauthorised parties.

## **11 Changes to this information**

We have to amend our data protection information from time to time to make ongoing improvements to our website and to reflect technological advances. When you visit our website, please read the current version of our information on data protection.