

## Schedule 1

### Legal Basis for processing your Personal Data

During, prior to or after the recruitment processes

Purpose	Personal Data used	Legal basis	Which rights apply?*
Preliminary recruitment activities	Personal contact details, professional information, qualifications, other information submitted as part of the conversations and interview notes, information available on professional social media profiles including work experience and qualifications	Legitimate interests, It is in our interest to present our offers, provide information about Re:link opportunities, find new candidates with appropriate skillset and develop Re:link network	The generally applicable rights plus the right to object
Keeping track of preliminary recruitment activities and interactions with you in order to help us have better informed conversations should you choose to apply to Re:link in the future	Personal contact details, professional information, qualifications, other information submitted as part of the conversations and interview notes, information available on professional social media profiles including work experience and qualifications	Consent	The generally applicable rights plus the right to withdraw the consent
Recruitment process and recruitment decisions	Personal contact details, recruitment information and employment/engagement records, references, qualifications	Legitimate interests. It is in our legitimate interests to evaluate whether you have the necessary skills and qualities to perform the relevant role	The generally applicable rights plus the right to object
Right to work checks	Information relating to your right to work status: confirmations of your academic and any applicable professional qualifications	Legal obligation and legitimate interest. It is in our interests to ensure that those who work with us have the right to work in the particular jurisdiction, as well as to establish the statutory excuse, where applicable, to avoid liability for the civil penalty for employing someone	The generally applicable rights plus the right to object

		without the right to undertake the work for which they are employed	
Fraud and crime prevention	Information about criminal convictions and offences committed by you.	Legal obligation and legitimate interest. It is in our interests as well as the interest of our applicants and Re:link lawyers to ensure the prevention of fraud and crime is monitored. This will ensure a safe workplace for all	The generally applicable rights plus the right to object
To consider and make any appropriate adjustments to our recruitment processes as a result of any disability you may have	Personal contact details, health data	Explicit consent	The generally applicable rights plus the right to withdraw the consent.
To deal with legal disputes	Personal contact details, references, information submitted as part of the selection process and interview notes	Legitimate interest. It is in our interests to process Personal Data to make and defend legal claims to ensure that our legal rights are protected	The generally applicable rights plus the right to object
To generate and find placements for Re:link lawyers by speculatively sharing CVs with Re:link Clients	Personal contact information, information submitted as part of the recruitment process, confirmations of academic or any applicable professional qualifications, information regarding your career, start and end date of placement, information on absence/availability	Consent	The general applicable rights plus the right to withdraw consent
Marketing activities	Identity data, personal contact details, marketing and communications data	Legitimate interest. It is in our interest to process personal data for direct marketing purposes	The generally applicable rights plus the right to object
To ask you for feedback (for instance, in a	Identity data, personal contact details, professional information, information from	Legitimate interests, It is in our interest to review what	The generally applicable rights

survey) about our client services or recruitment experience, and to manage, review and act on the feedback we are getting	forms including responses to surveys and feedback provided	applicants and clients think of our services, act on feedback we are getting to improve our services, relationships, and recruitment processes and identifying ways to grow our business	plus the right to object
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\*The following generally applicable rights always apply: right to be informed, right of access, right to rectification, right to erasure, right to restriction and rights in relation to automated decision making. For more detail about your rights and how to exercise them please see Section 19 [Your rights in relation to your Personal Data](#).