

INFORMATION NOTICE ON THE PROCESSING OF PERSONAL DATA

Privacy Policy for Candidates

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I Purpose of this document

In accordance with the General Data Protection Regulation No.2016/679 (“**GDPR**”) for candidates from the European Economic Area (“**EEA**”) and the GDPR as transposed into the national laws of the United Kingdom (“**UK GDPR**”) for candidates from the United Kingdom, (together “**Data Protection Regulation**”), this policy explains how Lazard and its subsidiaries or branches (“**Lazard**”) process your personal data during the recruitment process.

It applies to all applications you submit to Lazard — whether speculative or in response to a specific vacancy — and covers all applications made including:

- via our website: <https://www.lazard.com/>;
- directly by **email**;
- through job boards (e.g. **JobTeaser** and **eFinancialCareers**);
- through **professional social networks** (e.g. **LinkedIn**); or
- through recruitment **agencies or headhunters**.

II Key information about how we process personal data

A Categories of personal data we process

Depending on the role and the stage of the recruitment process, Lazard may process the following categories of personal data:

- **Identification details** – such as your first name, last name, and any other information that allows us to identify you
- **Contact and location details** – including your postal address, email address, and telephone number
- **Education and qualifications** – details of your academic background, degrees, diplomas, certifications, spoken languages, and any licences or permits you hold
- **Professional experience** – information about your current and previous positions, the type of role you are seeking, sectors in which you have worked, your level of experience, past employment history, professional references, expected remuneration, and availability
- **Personal interests** – hobbies or other personal information you choose to share that may be relevant to your application
- **Skills and competency assessments** – results from any knowledge, logic, aptitude, personality or similar tests undertaken during the recruitment process.
- **Reference checks** – information obtained from third parties such as former employers or colleagues
- **Application records** – details of the roles you have applied for and the progress of those applications

- **Additional information provided voluntarily** – for example, content you include in free-text fields on application forms, or information shared during interviews with Lazard.

B How Lazard collects your personal data

In most cases, we obtain your personal data directly from you when you submit an application or communicate with us during the recruitment process.

We may also collect some personal data indirectly from third-party sources. This can include:

- **Professional credentials and business information** obtained from publicly available sources or professional platforms (e.g., LinkedIn);
- **Reference information** provided by third parties such as former employers, colleagues, or professional contacts;
- Information supplied by recruitment agencies, headhunters, or job boards through which you have applied.

These indirect sources are used to supplement the information you provide and to help us verify your experience, qualifications, and suitability for the role.

C For what purposes and on what legal basis is your personal data processed?

There are various legal basis on which your personal data may be processed, including the following:

- it is necessary for the performance of a contract or pre-contractual measures: you are a party to the contract or are at the origin of the pre-contractual measures;
- the fulfilment of Lazard's legitimate interest;
- consent: you have given your free, specific, informed and unequivocal consent to the processing of your personal data;
- compliance with one or more legal obligations to which Lazard is subject.

In particular, your personal data is processed:**on the execution of pre-contractual measures taken at your request when Lazard:**

- contacts you;
- responds to your application for a job or internship; or
- receives your application via headhunters, agencies, social media or similar.

on the basis of Lazard's legitimate interests, namely the handling of applications for roles when it:

- seeks relevant profiles for recruitment purposes;
- pre-screens candidates;
- analyses skills and suitability for the position;
- conducts interviews and reports;
- reviews potential suitability for the firm's secondment activities;
- contacts former employers and/or colleagues of the candidate in order to obtain references;
- takes references from other third-party sources (mainly professional social networks);
- assesses skills including via assessment centres, case studies or similar; or
- keeps data for the purpose of managing pre-litigation and litigation;

with your consent, Lazard will retain your CV/resume and information collected as part of the application and assessment process, in order to invite you to future opportunities that may be of interest to you

to comply with legal obligations, where Lazard:

- manages your requests to exercise rights over the processing of your personal data (rights of access, right of opposition, right to limit processing, etc.).

D Data retention periods

We keep your personal data only for as long as necessary to fulfil the purposes for which it was collected, and in accordance with applicable legal and regulatory requirements.

Thus:

- Your personal data as a **candidate** is, retained for 3 years following the closure of the opportunity to which you applied;
- If you are **employed by Lazard**, then your personal data will be kept for the periods indicated in relevant notices and/or disclosures applicable to Lazard employees;

- The **data relating to your requests to exercise your rights is kept** in an active database for the duration of its processing. They are retained for 6 years from the date of the response to the request.

You are free to request the withdrawal of your application at any time.

Note that **some information collected in the context of recruitment management may be of general and/or administrative interest**, in particular for the management of a possible dispute. Personal data may, **where applicable, be kept in interim archiving for the duration of the applicable legal requirements** by Lazard for the exercise or defence of its legal rights.

E Recipients of your personal data

Your personal data will be shared only with individuals or organisations where there are legitimate recruitment-related purposes, and only to the extent necessary for those purposes.

- Internal recipients may include:
 - Members of Lazard’s Human Resources team responsible for managing recruitment.
 - Hiring managers and other Lazard employees directly involved in assessing your application.
 - Lazard’s internal Data Protection Officer (or other designated data protection contact) and/or the Legal and Compliance Departments, where required for compliance purposes.
- External recipients may include:
 - Lazard’s appointed External Data Protection Officer (if applicable).
 - Third-party service providers and data processors engaged by Lazard to support recruitment activities, such as:
 - recruitment agencies and headhunters
 - background check providers
 - online recruitment platforms and job boards
 - IT service providers hosting or maintaining recruitment systems

All recipients — whether internal or external — are provided with access to your personal data only where it is relevant to their role in the recruitment process and are required to handle it in accordance with applicable data protection laws and Lazard’s privacy requirements.

F Transfers Outside the EEA or the UK (as applicable)

Your personal data may be transferred outside the EEA or the UK (as applicable). Where this occurs, Lazard uses appropriate safeguards, such as standard contractual clauses,

to protect your data. You can request more information about these transfers by contacting the relevant Data Protection contact listed in section 4.

III Your rights regarding your personal data

Under Data Protection Regulation, you have the following rights in relation to your personal data. These rights may be subject to certain conditions and limitations.

You have the following rights over your personal data:

A Right of access

You have the right to know whether Lazard is processing your personal data. If we are, you may request a copy of that data along with the following information:

- The purposes for which your data is being processed.
- The categories of personal data involved.
- The recipients, or categories of recipients, to whom your personal data has been or will be disclosed — including any recipients located in third countries or international organisations.
- Where possible, the intended retention period for your personal data, or, if this is not possible, the criteria used to determine that period.
- The existence of your right to request that Lazard rectify or erase your personal data, restrict its processing, or object to such processing.
- Your right to lodge a complaint with a supervisory authority.
- Where your personal data was not collected directly from you, any available information about its source.
- The existence of automated decision-making, including profiling, and, where applicable, meaningful information about the logic involved.
- Where your personal data is transferred to a third country or an international organisation, your right to be informed of the safeguards in place for such transfers.

Lazard will provide you with a copy of the personal data it processes, free of charge. If you request additional copies, Lazard may charge a reasonable administrative fee.

This right is not absolute and may be subject to restrictions in compliance with Data Protection Regulation.

B Right to rectification

You have the right to request the correction and/or completion of your personal data at any time, where appropriate.

C Right to erasure

Unless otherwise required by law in specific circumstances, you have the right to request that Lazard erase your personal data without undue delay if one of the following grounds applies:

- The personal data is no longer needed for the purposes for which it was collected or otherwise processed.
- You withdraw the consent on which the processing is based, and there is no other legal basis for the processing.
- You object to the processing, and there are no overriding legitimate grounds for continuing it.
- The personal data has been processed unlawfully.
- The personal data must be erased to comply with a legal obligation.
- The personal data has been collected while providing information society services to minors.

The personal data must be erased to comply with a legal obligation to which Lazard is subject.

D Right to limit the processing of your personal data

You have the right to request that Lazard restricts the processing of your personal data if any of the following conditions apply:

- You dispute the accuracy of the personal data (in which case the restriction may be applied for a period that allows Lazard to verify the data's accuracy).
- The processing is unlawful, and you oppose the erasure of the data, requesting instead that its use be restricted.
- Lazard no longer requires the personal data for processing purposes, but you need it to establish, exercise, or defend legal claims.
- You have objected to the processing while Lazard verifies whether its legitimate grounds override yours.

If you exercise your right to restrict processing, Lazard will no longer process your personal data — except for retaining it — unless:

- You have given your prior consent.
- Processing is necessary for the establishment, exercise, or defence of legal claims.
- Processing is necessary to protect the rights of another individual or legal entity.
- Processing is required for important reasons of public interest within the European Union, a Member State or the UK (as applicable).

In all cases, you will be notified if the restriction on Lazard's processing of your personal data is lifted.

E Right to object to the processing of your personal data

You have the right to object at any time to the processing of your personal data when the legal basis for that processing is the legitimate interest pursued by Lazard.

If you exercise this right, Lazard will stop processing your personal data for the activity in question unless we can demonstrate compelling legitimate grounds to continue. These grounds must outweigh your interests, rights, and freedoms, or the processing must be necessary for the establishment, exercise, or defence of legal claims.

F Right to portability of your personal data

You have the right to receive or transmit such personal data that you have provided to Lazard, in a structured, commonly used and machine-readable format, to another controller. Note that not all personal data from all processing operations is portable and this right only concerns automated processing.

G Your right to withdraw your consent to processing

You have the right to withdraw your consent to the processing of your personal data at any time.

IV How to exercise your rights

To exercise any of your rights, please contact our Data Protection team:

- **For the United Kingdom:**

HRdataprivacyuk@lazard.com

- **For EEA countries:**

dataprotection@lazard.com

If Lazard has reasonable doubts about your identity when processing your request, we may ask you to provide additional information as needed. Your request may be refused if it does not meet the conditions set out in Data Protection Regulation. In such cases, you will be informed of the refusal within the timeframe required by law.

V Lodging a complaint with the competent supervisory authority

If you believe that the processing of your personal data does not comply with applicable legal or regulatory requirements, you have the right to file a complaint with the relevant supervisory authority:

COUNTRY	NAME OF SUPERVISORY AUTHORITY	CONTACT
Austria	Austrian Data Protection Authority	dsb@dsb.gv.at
Belgium	Autorité de protection des données - Gegevensbeschermingsautoriteit (APD-GBA)	contact@apd-gba.be
Denmark	Danish Data Protection Agency	dt@datatilsynet.dk
France	Commission nationale de l'informatique et des libertés (CNIL)	https://www.cnil.fr/en/contact-cnil
Germany	Hessischer Beauftragter für Datenschutz und Informationssicherheit	poststelle@datenschutz.hessen.de
	Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)	poststelle@lda.bayern.de
Ireland	Data Protection Commission (DPC)	info@dataprotection.ie
Italy	Garante per la Protezione dei Dati Personali (GPDP)	segreteria.stanzione@gpdp.it
Spain	Agencia española protección datos (AEPD)	internacional@aepd.es
Sweden	Swedish Authority for Privacy Protection's (IMY)	imy@imy.se
Switzerland	Federal Data Protection and Information Commissioner (FDPIC)	https://www.edoeb.admin.ch/en/contact-2
The Netherlands	Autoriteit Persoonsgegevens	https://autoriteitpersoonsgegevens.nl/contact
United Kingdom	Information Commissioner's Office (ICO)	https://ico.org.uk/global/contact-us/