



Date Issue Document ID

Issued by

Classification Company Confidentiality

Classification Export Control

COMPANY UNCLASSIFIED

Classification Defence Secrecy

NOT EXPORT CONTROLLED

NOT CLASSIFIED

Personal data processing in connection with security vetting

Saab is required to collect and process personal data in connection with the ongoing recruitment process in which you are involved. Saab aims to protect the privacy of job applicants as well as any personal data that is processed. The processing of personal data by Saab is carried out pursuant to the General Data Protection Regulation (as well as national adaptations of the regulation), the objective of which is to protect the privacy of the individual with the respect to personal data processing. Following below is a description of the way in which Saab collects, processes and shares your personal data in connection with security vetting, along with your rights as a registered party.

Self-declaration and verification

You are summoned to undergo security vetting as part of Saab's employment process. This self-declaration is part of the security vetting procedure. To facilitate the process and to ensure clear and straightforward dialogue, you are requested to provide certain basic information which will be verified. In order to pass a security vetting, it is imperative that no information emerges – which you have not already declared yourself – that may have a negative impact on our trust in you. Any personal difficulties, incidents or contretemps that you acknowledge are always considered contextually based on the severity of the incident, your role therein, the amount of time that has passed since the incident, and your age at the time. Your candour and honesty are essential to our assessment. If you have any questions about or objections to the verification of your information, kindly contact the recruitment manager.

Security vetting interview

In addition to a normal employment interview, you will also be asked to take part in a security vetting interview as part of Saab's security vetting process. During the interview, we will go through your submitted and verified personal information in order to formulate a full overview of your background. We will also discuss your contacts, vulnerabilities and cognisance.

Remember Bring passport to security vetting interview. If you have or have had dual/multiple citizenships, bring passports for all those. Contact your recruiter if you're missing passport(s).

Processing of your personal data

To carry out security vetting, Saab is required to process your personal data. Personal data refers to all information which Saab can use to directly or indirectly identify you. If you would prefer to not submit certain personal information, you can withdraw from the process at any time. An annulled/canceled process necessitates that the employment process is void and we can no longer enter into an employment agreement with you.

What personal data will be processed?

During the security vetting, personal data will be collected and processed concerning you:

- given names
- surname
- address (private)
- telephone number (private)
- citizenship
- driving licence, vehicle and property ownership
- given names and surnames of other individuals registered at your address
- finances, public income information, debts registered with the Swedish Tax Agency, the Swedish Enforcement Authority, and the Swedish Board of Student Finance (CSN)
- corporate interests
- involvement in judicial proceedings
- education
- work history, and
- open information in digital media, and
- information you state in self-declaration and security vetting interview.



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How is personal data collected?

Personal data is collected directly from you and from open public sources, such as the Swedish Tax Agency, the Swedish Prosecution Authority, district, appellate and administrative courts, the Swedish Companies Registration Office, the Swedish Land Registration Authority, the Swedish Transport Agency, CSN, universities, colleges and municipal records. The information in your CV will be verified through reference checks with previous employers, media searches on the internet, and company publications. In addition to undergoing security vetting, individuals who shall be placed in security class 3 will be checked against records and registries kept by the Swedish Police Authority. Before this can be carried out, explicit consent must be given by the job applicant in conjunction with the security vetting interview. A special personal investigation will be carried out for individuals placed in security classes 1 and 2, which will involve checks into the finances of the individual's spouse or partner.

What is the lawful basis for personal data processing?

Through its supply of Swedish defence equipment and its operation of systems for societal security, Saab plays a critical role in national security. Saab's operations are therefore largely covered by the Swedish Protective Security Act (2018:858).

According to the Swedish Protective Security Act (2018:858), Saab is obligated to carry out security vetting of individuals who work in operations of consequence to national security. The position for which you have applied is subject to security vetting. Security vetting is carried out in accordance with applicable statutes in the Swedish Protective Security Act (2018:858), the Swedish Protective Security Regulation (2018:658), and the security agreement into which Saab has entered with the Swedish Defence Materiel Administration.

What is the purpose of personal data processing?

The purpose of processing your personal data is to perform a security vetting to clarify loyalty and trustworthiness from a security standpoint. Regards will be held to any vulnerabilities which could affect future loyalty and trustworthiness.

Who has access to your personal data?

Saab takes appropriate security measures to protect your personal data against, among other things, loss and unauthorised access. Saab also restricts access to your personal data, which is only granted to individuals who, pursuant to the aforementioned purposes, are required to process your personal data. Saab may share your personal data with companies within the Saab Group, and with our subcontractors and partners who assist in the security vetting process. We primarily work with subcontractors and partners in Sweden, and occasionally subcontractors and partners in other EU countries, who assist us in verifying the information you provide in your self-declaration. Saab Group companies, our subcontractors and our partners have signed special data protection agreements in which they undertake to only process your personal data as per Saab's instructions. Saab will not transfer your personal data outside of the European Union.

For how long is personal data retained?

Personal data collected for security vetting purposes is retained for two years or for an applicable period according to prevailing legislation. In cases where the recruitment process does not lead to employment, the personal data collected during the security vetting process will be erased without delay. Saab will, however, save personal data related to the recruiting process—such as your application, CV and e-mail conversations with the recruiter. This data is saved for three years in accordance with the Discrimination Act.

What are your rights?

Saab AB, company identity number SE 556036-0793, address Saab AB, 581 88 Linköping, serves as the personal data controller for the processing of your personal data. This means that we are responsible for ensuring that your personal data is processed correctly and in accordance with applicable personal data regulations. Our Data Protection Officer, Anwar Suleiman, can be contacted at dpo@saabgroup.com.

You have the right to know what personal data is processed about you and you can request a copy. You have the right to request that incorrect information about you be rectified and, in certain cases, you can request that your personal data be erased. If you are displeased with how we process your personal data, you have the right to report your concerns to the Swedish Data Protection Authority, which is the supervisory authority for personal data processing at Saab.