



Dalata Hotel Group Candidate Privacy Notice

08 September 2025

Version 1.0



DALATA
HOTEL GROUP

Candidate Privacy Notice

1. Introduction

Dalata Hotel Group plc ("Dalata", "we", "us", or "our") is committed to protecting the privacy and security of your personal data. This notice explains how we collect, use, and protect your personal data during and after the recruitment process, in accordance with the General Data Protection Regulation (EU) 2016/679 ("EU GDPR"), the UK GDPR, and the Data Protection Acts 1988–2018 (Ireland).

2. Who We Are

Dalata Hotel Group plc is the data controller for the purposes of this notice. If you have any questions, please contact our Data Protection Team at:

dataprotection@dalatahotelgroup.com

**Termini, 3 Arkle Road, Sandyford Business Park,
Dublin 18, D18C9C5**

3. What Personal Data We Collect

We may collect and process the following categories of personal data:

- Contact details (name, address, phone number, email)
- Date of birth
- Curriculum Vitae (CV), application forms, and cover letters
- Employment and education history
- Interview notes and assessments
- Referee details
- Right to work documentation (e.g. passport, visa)
- Equal opportunities monitoring data (where applicable)
- Garda vetting or criminal background checks (where required)
- CCTV (should you attend in person in any of our hotels)

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4. Purpose and Legal Basis for Processing

We process your data for the following purposes:

PURPOSE	LEGAL BASIS	RETENTION
To assess your suitability for a role	Legitimate interest (Art. 6(1)(f) GDPR) / Contractual necessity – pre-contractual steps (Art. 6(1)(b) GDPR)	2 years after recruitment process concludes, unless longer required by law or consent obtained for future opportunities
To manage the recruitment process	Legitimate interest (Art. 6(1)(f) GDPR)	2 years after recruitment process concludes, unless longer required by law or consent obtained for future opportunities
To comply with legal obligations (e.g. right to work checks)	Legal obligation (Art. 6(1)(c) GDPR)	2 years after recruitment process concludes, unless longer required by law
To ensure diversity and inclusion in hiring	Legitimate interest (Art. 6(1)(f) GDPR) with safeguards, or explicit consent for special category data (Art. 9(2)(a) GDPR) where applicable	2 years after recruitment process concludes, unless longer required by law

Where legitimate interest is used, a Legitimate Interest Assessment (LIA) is conducted.

5. Data Sharing

Your data may be shared with:

- HR advisors
- Legal advisors
- Recruitment system providers
- Right to Work verification providers
- Internal HR and hiring managers

We ensure all third parties adhere to appropriate data protection standards.

6. International Transfers

If your data is transferred outside the EEA or UK, we will ensure appropriate safeguards are in place, such as Standard Contractual Clauses or adequacy decisions.

7. Data Retention

Candidate data will be retained for a period of 18 months after the recruitment process concludes, unless a longer period is required by law or consent is obtained for future opportunities.

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8. Your Rights

You have the right to:

- Proportionality
- Access your data
- Rectify inaccurate data
- Erase your data (in certain circumstances in line with our retention policy)
- Restrict or object to processing
- Lodge a complaint with the Regulator (Data Protection Commission (Ireland), the Information Commissioner's Office (UK), the state Commissioner for Data Protection and Freedom of Information North Rhine-Westphalia (Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen)(Dusseldorf) or the Dutch Data Protection Authority (Autoriteit Persoonsgegevens, or AP)(Netherlands)).

9. Automated Decision-Making

We do not use automated decision-making in our recruitment processes.

10. CCTV

Please be aware that Dalata Hotel Group premises are equipped with CCTV systems for safety and security purposes. CCTV cameras are installed in public and operational areas such as reception, corridors, entrances, and meeting rooms. No cameras are installed in private areas such as bathrooms or changing rooms.

In the event of an incident during an in-person interview, CCTV footage may be used as part of an internal investigation. This processing is carried out in line with Dalata's Data Protection Policy and is based on our legitimate interest in ensuring the safety of individuals and the integrity of our recruitment process.

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Dalata Hotel Group

ADDRESS:

Termini,
3 Arkle Road,
Sandyford Business Park,
Dublin 18, D18 C9C5

TELEPHONE:

+ 353 (0)1 206 9400

For more information please contact:

GENERAL QUERIES:

info@dalatahotelgroup.com

CAREER QUERIES:

jobs@dalatahotelgroup.com



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