WORK SHIPPING COMPANY

CONSENT TO PERSONAL DATA PROCESSING FOR A CANDIDATE / SEAFARER

Version dated 4 September 2026

Controller	Limited Liability Company “Work Shipping Company” (ООО «Ворк Шиппинг Компани»)
Short name	Work Shipping Company LLC
ОГРН	1203900004021
INN / KPP	3912015708 / 780501001
Registered address	198095, Russian Federation, Saint Petersburg, Narvsky Municipal District, 29 Ivana Chernykh Street, Litera A, floor/premises/part of premises 4/23-N/6 (official Russian address: 198095, г. Санкт-Петербург, вн. тер. г. муниципальный округ Нарвский округ, ул. Ивана Черных, д. 29, литера А, этаж/помещ./часть помещ. 4/23-Н/6)
Email	info@workshipping.com
Website	https://workshipping.com

This consent is given separately by ticking the checkbox on the Career page and submitting the application.

1. Controller and method of giving consent

1.1. The personal data controller is Work Shipping Company LLC, OGRN 1203900004021, INN/KPP 3912015708/780501001, registered address: 198095, Russian Federation, Saint Petersburg, Narvsky Municipal District, 29 Ivana Chernykh Street, Litera A, floor/premises/part of premises 4/23-N/6 (official Russian address: 198095, г. Санкт-Петербург, вн. тер. г. муниципальный округ Нарвский округ, ул. Ивана Черных, д. 29, литера А, этаж/помещ./часть помещ. 4/23-Н/6).

1.2. The data subject is the individual who completes the form on the Career page of https://workshipping.com, ticks the separate consent checkbox and clicks Send Application.

1.3. By ticking the checkbox and submitting the application, the data subject freely, voluntarily and in their own interest gives the Controller specific, substantive, informed, conscious and unambiguous consent on the terms of this document.

1.4. Consent is given separately from the application form, the Privacy Policy and any other documents confirmed by the data subject. Evidence of consent may include the submitted form and technical logs containing the date and time, IP address, browser and device information, and the version of the consent text.

2. Processing purposes

2.1. review of the application and assessment of qualifications, experience and documents against vacancy requirements;

2.2. communication with the data subject, clarification of information, arrangement of interviews and updates on the recruitment process;

2.3. matching suitable vacancies with the Controller’s clients, prospective employers, shipowners, vessel operators and crewing or manning agents;

2.4. presenting the candidate to prospective employers and partners to the extent necessary for assessment and employment arrangements;

2.5. inclusion of the application in the candidate database for offering suitable vacancies during the term of this consent;

2.6. taking steps at the data subject’s request to enter into and subsequently perform an employment, civil-law or other contract;

2.7. compliance with law, handling claims and protection of the rights and legitimate interests of the Controller and the data subject.

3. Personal data covered by this consent

3.1. full name; photograph; date and place of birth; age; citizenship;

3.2. telephone number, email address, residential or registered address;

3.3. desired position, availability to join a vessel and expectations regarding working conditions;

3.4. passport details, seaman's book details and other identification document details;

3.5. education, specialty, qualifications, professional training, certificates, endorsements, courses and language skills;

3.6. sea service history, employment periods, vessels, vessel and engine types, DWT, ranks, employers, reasons for leaving previous contracts, previous remuneration and professional references;

3.7. marital status, number of children, next of kin or emergency contact details only where provided by the data subject and necessary at the relevant onboarding stage;

3.8. height, shoe and clothing sizes only where provided by the data subject and necessary for work arrangements or personal protective equipment;

3.9. information contained in the application form, CV, attachments and correspondence;

3.10. technical data relating to the application and consent: date and time, IP address, browser and device information, session identifier and the version of the form and this consent.

4. Processing operations and methods

4.1. The Controller may collect, record, organise, accumulate, store, amend, retrieve, use, compare, disclose to specified recipients, provide access to, anonymise, block, delete and destroy personal data.

4.2. Processing is carried out by automated, non-automated or mixed methods, with or without transmission through information and telecommunications networks.

4.3. This consent does not authorise dissemination of personal data to an indefinite group of persons.

5. Recipients and transfers

5.1. Data may be accessed by authorised employees and representatives of the Controller who require access for the stated purposes.

5.2. The Controller may disclose necessary data to clients, prospective employers, shipowners, vessel operators and crewing or manning agents for candidate assessment and employment arrangements.

5.3. Processing may be entrusted to providers of hosting, email, information systems, document storage and technical support, subject to confidentiality and personal data security requirements.

5.4. Due to the international nature of maritime employment, data may be transferred to foreign recipients only after the Controller has complied with Article 12 of Federal Law No. 152-FZ, including submission of a separate notification to Roskomnadzor, and where an appropriate legal ground exists.

5.5. For a specific cross-border transfer, the Controller determines the country, recipient, purpose and minimum data set. Where the law requires additional consent or notice to the data subject, the transfer takes place only after that requirement has been satisfied.

6. Term, withdrawal and cessation of processing

6.1. This consent remains valid for 3 years from the application submission date or until withdrawal, whichever occurs first.

6.2. The data subject may withdraw consent or request cessation of processing by sending a request to info@workshipping.com or to the Controller's registered address. The request must allow the data subject to be identified and describe the requirement.

6.3. Following withdrawal, the Controller ceases processing and destroys the data within no more than 30 days unless continued retention is required by law, contract or another lawful ground.

6.4. Withdrawal does not affect the lawfulness of processing carried out before it was received and does not prevent processing without consent where a legal ground applies.

7. Special categories and third-party data

7.1. This electronic consent does not cover health information, medical documents, criminal record data or biometric data used for identification. Such data are processed only on the basis of separate written consent or another ground expressly provided by law.

7.2. A photograph attached to the application is used only to review the candidate and is not used by the Controller for biometric identification.

7.3. If the data subject provides information about a relative, emergency contact or referee, the data subject confirms a lawful ground for that disclosure and must inform that person about the Controller and processing purposes.

8. Data subject confirmations

8.1. The data subject confirms that the information provided is accurate and relates to the data subject or is disclosed on a lawful ground.

8.2. The data subject has reviewed the Privacy Policy published at https://workshipping.com and understands the purposes, methods and conditions of processing.

8.3. The data subject understands that without this consent the Controller will be unable to accept and review the application unless another lawful ground applies.

8.4. The data subject may obtain information about processing, request correction, blocking or destruction of data, and lodge a complaint with Roskomnadzor or a court.

9. Final provisions

9.1. This consent is governed by the laws of the Russian Federation.

9.2. The current version is published at https://workshipping.com and is accessible directly next to the application submission form.

9.3. The English version is provided for convenience. In the event of discrepancy, the Russian version prevails.

9.4. Consent version: 4 September 2026.

Ticking the separate checkbox and submitting the application confirm the data subject's acceptance of this consent.