

McDonald's Privacy Statement for Restaurant Applicants

Effective date: 28 April 2026

McDonald's ("we") is committed to protecting the privacy of applicants, which is an important part of how we develop, organize, and conduct our recruitment activities.

Please read this privacy statement (the "Privacy Statement") carefully.

1. Scope

This Privacy Statement explains how personal data is processed when an application is submitted for a position at a McDonald's restaurant in Switzerland or the Principality of Liechtenstein, operated by McDonald's Switzerland or by independent McDonald's franchisees (the "Franchisee(s)").

For the purposes of this Privacy Statement, McDonald's Switzerland refers to McDonald's Suisse Restaurants Sàrl, Rue de Morges 23, CH-1023 Crissier.

Swiss Federal Act on Data Protection (FADP) and, where applicable, the EU General Data Protection Regulation (GDPR) apply.

2. Use of Olivia

We may use AI-supported tools including the Olivia chatbot on McHire. Olivia is a conversational AI tool that guides applicants through the initial stages of the application process by asking predefined questions and recording applicants' responses.

The use of AI is limited to supporting efficient recruitment activities. Recruitment decisions are not made solely by automated processing. If any decisions are made using AI, these will always involve meaningful human review.

3. Who is responsible for processing personal data?

- Restaurant position operated by Franchisees

McDonald's restaurants in Switzerland and Liechtenstein are primarily operated by independent Franchisees. The Franchisee, or the legal entity operating the restaurant to which the application relates, acts as the data controller for the application and the recruitment process.

The Franchisee processes personal data for recruitment purposes in accordance with this Privacy Statement. Where an application results in employment, the Franchisee acts as the employer and processes personal data in accordance with its applicable employee privacy practices.

- Support by McDonald's Switzerland

McDonald's Switzerland supports Franchisees by providing the McHire recruitment tool, including the Olivia chatbot, as well as related technical services, and will act solely as a data processor on their behalf.

- Restaurant position operated by McDonald's Switzerland

For applications to restaurants directly operated by McDonald's Switzerland that entity acts as the data controller.

4. What personal data is processed?

During the recruitment process, the following main categories of personal data may be collected, primarily directly from applicants via Olivia or application forms:

- Identification and contact details (e.g. name, address, phone number, email)
- Basic personal information relevant for recruitment (e.g. date of birth, nationality, work permit status)
- Information shared during the chat or application (e.g. availability, experience, skills)
- CV, certificates or other documents uploaded
- Notes and assessments created during the recruitment process
- Referencing and vetting information.

Personal data may also be collected and processed from applicants through personal contacts, telephone calls, or email communications. During the recruitment process, personal data may be obtained from third parties (for example, in the context of reference checks and vetting procedures), generated during the recruitment process (such as evaluations and assessments), or collected from publicly accessible professional networking platforms.

Sensitive personal data, including criminal record information, will only be collected where this is required for the position.

5. For what purposes is personal data processed?

Personal data is processed for the following purposes:

- Managing and administering job applications
- Assessing suitability for open positions
- Communicating during the recruitment process
- Preparing for an employment relationship where recruitment is successful
- Complying with legal and regulatory obligations
- Managing potential disputes related to the recruitment process
- Conducting data analytics to improve recruitment.

6. Legal basis

Under applicable law, personal data is processed on one or more of the following legal bases:

- where processing is necessary to take steps prior to entering into an employment contract; without such processing, recruitment services cannot be provided
- where processing is based on the legitimate interests of the restaurant operator, such as conducting an efficient recruitment process and safeguarding business operations
- where processing is necessary to comply with legal obligations applicable to the restaurant operator.

7. Who has access to personal data?

Access to applicants' personal data is limited to what is necessary for the recruitment process and, in particular, to the following categories of recipients:

- Franchisee or McDonald's Switzerland employees responsible for recruitment, depending on the restaurant operator

- McDonald's Switzerland and external service providers involved in the operation of the McHire recruitment tool or the provision of IT services, acting under contractual confidentiality and data protection obligations
- Professional advisers, such as accountants and legal counsel
- governmental or public authorities, where required by applicable law.

8. Data transfers

Like many global businesses, certain aspects of the McHire recruitment program are operated on a centralized basis and supported by external service providers, e.g. Paradox Inc., to facilitate its administration and management. As a result, and for the purposes described in this Privacy Statement, personal data is transferred to and stored on servers located in the United States.

Personal data may be processed or accessed from outside Switzerland or the European Economic Area (EEA). In such cases, appropriate safeguards are applied in accordance with the Swiss Federal Act on Data Protection (FADP) and the EU General Data Protection Regulation (GDPR). These safeguards are intended to ensure that personal data receives a level of protection equivalent to that required under Swiss and EU data protection law.

9. How long is personal data retained?

If an application does not result in employment, personal data is retained only for the duration of the recruitment process and any related follow-up and is then deleted or anonymized in accordance with applicable retention requirements (after three months).

If an application leads to employment, the application data forms part of the employee file and is retained in accordance with the applicable employee privacy notice and practices.

Applicants may access, modify, or delete their application during the recruitment process. Deleted or inactive applications (after three months) are automatically deleted or anonymized and any related processes terminated.

Statutory retention obligations remain unaffected.

10. Security

The digital recruitment tools apply appropriate technical, physical, and organizational security measures to protect applicants' personal data against unauthorized access, misuse, loss, or destruction. McDonald's and Franchisees are required to implement corresponding security measures for their processing activities, which are regularly reviewed and enhanced in line with technological developments.

11. Data protection rights of applicants

- Self-service option

Certain data protection rights may be exercised directly via the recruitment tool.

By asking Olivia "Can I see my data?", applicants are directed to a self-service portal to view, modify, or delete application data.

- Data subject rights

Subject to applicable data protection law, applicants may request access to, correction or deletion of personal data, object to or restrict processing, withdraw consent where applicable, and lodge a complaint with the competent authority.

12. Contact

If questions regarding the processing of personal data in connection with an application are not addressed in this Privacy Statement, they should be directed to the relevant restaurant of the Franchisee, or to McDonald's Suisse Restaurants Sàrl, Rue de Morges 23, CH-1023 Crissier, Switzerland, email: info@ch.mcd.com.

13. Updates

This Privacy Statement may be updated from time to time to reflect changes in our practices, legal requirements or services. The latest version will always be made available to applicants.

In case of inconsistencies, the German version shall prevail.