

## **TRACER CHARTER ACCOR CAREERS**

Accor SA uses cookies or other tracers on its site <https://careers.accor.com> (“Accor Careers Website”), which may be installed on your device, depending on your choices and preferences that you may express at any time in accordance with this policy.

Cookies, or other similar tracers, are data used by servers to send status information to a user's browser, and to return status information to the original server through this same browser. The status information can be, for example, a session identifier, a language, an expiration date, a response field, etc.

During their validity period, cookies are used to store status information when a browser accesses various pages of a website or when the browser returns to this website at a later stage.

There are different types of cookies:

- Session cookies, which are deleted as soon as you exit the browser or the website;
- Persistent cookies, which remain on your device until their expiration or until you delete them using the features of your browser.

### **1. OUR USAGE OF TRACERS**

We use cookies and other tracers primarily for the following purposes:

- Cookies that are strictly necessary for browsing the Accor Careers Website and the ability to use all of their features, and are particularly intended to:
  - Manage the authentication of visitors and the associated security measures, and to ensure the proper functioning of the authentication module;
  - Optimize the user experience and facilitate browsing, in particular through determining “technical routes” for browsing;
  - Store information displayed on the “cookies” information banner seen by visitors, who then continue to browse and therefore agree to accept cookies on their device;
  - Implement security measures (for example, when you are asked to log in again for content or a service after a certain period of time, or to ensure the basic operation of the Accor Careers Website and use of their major technical features, such as monitoring of performance and browsing errors, management of user sessions, etc.)
- Cookies for features that are particularly intended to:
  - Adapt the Accor Careers Website to the display preferences of your device (language, currency, display resolution, operating system used, configuration and display setting of web pages based on the device you are using and its location, etc.);
  - Store specific information that you enter on the Accor Careers Website in order to facilitate and customise your subsequent visits (including displaying the visitor's first and last names if the visitor has a user account);
  - Allow you to access your personal pages more quickly by storing the login details or information that you previously entered.
- Cookies for visitor tracking are aimed at improving the comfort of users by helping us understand your interactions with the Accor Careers Website (most visited pages, applications used, etc.); these cookies may collect statistics or test different ways of displaying information in order to improve the relevance and usability of our services.

## 2. ACCEPTING, REFUSING OR DELETING TRACERS

The installation of certain cookies is subject to your consent. Also, when you first visit the Accor Careers Website, you are asked whether you agree to the installation of this type of cookie, which is only activated following your acceptance.

You may change your mind at any time with the following options to delete cookies and other tracers.

### a. Browser settings

Although most browsers are set by default to accept cookies, you can, if you wish, choose to accept all cookies or always block cookies, or even choose which cookies to accept based on their senders.

You can also set your browser to accept or block cookies on a case-by-case basis before they are installed. Your browser also allows you to regularly delete cookies from your device. Remember to configure all the browsers in your different devices (tablets, smartphones, computers, etc.).

With regards to managing cookies and your preferences, configuration varies for each browser. This is described in the Help menu of your browser, as well as how to edit your preferences regarding cookies. For example:

For Internet Explorer™:

<https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies>;

For Safari™: <http://www.apple.com/legal/privacy/en-ww/cookies>;

For Chrome™:

<http://support.google.com/chrome/bin/answer.py?hl=en&hlrm=en&answer=95647>;

For Firefox™: <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>;

For Opera™: <http://help.opera.com/Windows/10.20/en/cookies.html>.

### b. Managing cookies using your browser extension

There are a number of simple, free programmes that can be added to your browser to allow you block and manage all types of cookies and tracers. You can find some examples below:

- DoNotTrackMe: <https://abine.com/donottrackme.html>
- Disconnect: <https://disconnect.me>
- Ghostery: <https://www.ghostery.com/>

### c. Blocking tracers by purpose

You may also block the installation cookies according to their purpose.

If you wish to modify your settings regarding the installation of analysis/performance cookies, we ask you to go directly to the website dedicated to measuring our Site users, specifically the Xiti website: <http://www.xiti.com/en/optout.aspx>.

Saving a cookie to your device primarily depends on your wishes, which you can exercise and change at any time and free of charge using the settings offered by your browser software. If your browser is set to accept cookies on your device, the cookies embedded in the pages and content that you view may be temporarily stored in a dedicated space on your device. They can only be read by their sender.

The lifetime of Xiti cookies is two days.

In any case, the lifetime of cookies is in accordance with the regulations in force, which sets the maximum lifetime of cookies at 13 months.

For more information on the use of cookies, please visit the CNIL website at the following address:  
<http://www.cnil.fr/vos-droits/vos-traces/les-Cookies/>