

## PRIVACY POLICY FOR APPLICANTS - INTERVIEWS AND SELECTION

### Information notice pursuant to Art. 13 of Regulation (EU) 2016/679 (GDPR)

**Data Controller** pursuant to Articles 4 and 24 of EU Reg. 2016/679 is **FONDITAL S.p.A. - A single shareholder company** - with registered office in Vobarno - BS - Italy, Via Cerreto, 40, 25079 - in the person of its legal representative. The contact details of the Data Controller are: tel. +39 0365.87831 email: [privacy@fondital.it](mailto:privacy@fondital.it)  
You may always contact the Data Controller or the Human Resources Department for any information regarding the processing of your personal data by the company.

**Categories of personal data and source:** pursuant to art. 14 of GDPR, it should be noted that your personal data, such as identification data and all data included in the curriculum vitae, as well as any special categories of data (such as belonging to a legally protected category), may have been provided by an external recruitment agency.

Purposes of the processing	Legal basis	Data retention period
<ul style="list-style-type: none"> <li>- formalisation of the application aimed at a possible selection and for future selections;</li> <li>- selection of personnel, stipulation of a possible employment contract, performance of training courses and internship;</li> <li>- any request for references by contacting third parties, such as, for example, universities, former employers, schools, etc.</li> </ul>	<p>Art. 6 par. 1 letter b) GDPR</p> <p>(processing is necessary for the performance of a contract of which the data subject is a party or for the performance of pre-contractual measures taken at the request of the data subject)</p>	<p>24 months</p>

### **RECIPIENTS OR CATEGORIES OF RECIPIENTS OF DATA**

The personal data provided will be communicated to recipients, who will process data in their capacity as data processors (art. 28 of the GDPR), as natural persons acting under the authority of the Data Controller and Data Processor (art. 29 of the GDPR) or as autonomous Data Controllers, for the purposes listed above. Precisely, the data will be communicated to:

- Companies of the **Silmar Group**;
  - Any third parties and labour consultants for the purposes of personnel selection, in the context of assistance and consultancy relationships;
  - Any third parties in order to obtain references (e.g. universities, former employers, schools, etc.);
  - Competent authorities for the fulfilment of legal obligations and/or provisions of public bodies, upon request.
- The list of Data Processors is constantly updated and available at the registered office of the Data Controller.

### **DATA TRANSFER TO A THIRD COUNTRY AND/OR AN INTERNATIONAL ORGANISATION AND GUARANTEES**

Your personal data may be communicated outside the European Union to companies of the **Silmar Group** for the selection purposes specified above. If it becomes necessary to transfer your data to third countries outside the EU, this will be done in accordance with the limits and conditions set out in Articles 44 et seq. of EU Regulation 2016/679. In this case, the data subject may obtain a copy of the conditions on which the transfer is based by contacting the Human Resources Department.

### **NATURE OF PROVISION AND REFUSAL**

The provision of data processed for the purposes specified above is necessary in order to proceed with the evaluation of your application. Failure to provide such data will make it impossible to process the data for the purposes of recruitment and selection of personnel.

## THE RIGHTS OF THE DATA SUBJECTS

You may assert your rights as expressed in Articles 15, 16, 17, 18, 19, 20, 21 and 22 of EU Regulation 2016/679 by contacting the Data Controller using the contact details indicated above. In particular, you have the right, at any time, to obtain access to your personal data from the Data Controller and request the Data Controller information relating to the processing, as well as to rectify, cancel your personal data or limit their processing. Furthermore, he/she has the right to object at any time, on grounds relating to his/her particular situation, to the processing of his/her personal data, including profiling. In the cases provided for, you have the right to the portability of your personal data and in this case the Data Controller will provide you with your personal data in a structured format, commonly used and readable by an automated device. If you believe that the processing of your personal data by the Data Controller is in violation of the provisions of Regulation (EU) 2016/679, you have the right to lodge a complaint to the Italian Data Protection Authority, or to bring an action before the appropriate courts.

Updated on: 25 May 2018

The Data Controller

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**Fondital SPA - A single shareholder  
company**

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## DECLARATION OF ACKNOWLEDGEMENT OF THE INFORMATION RELATING TO THE PROCESSING OF PERSONAL DATA - Regulation (EU) 2016/679 (GDPR)

The undersigned \_\_\_\_\_, declares that on today's date he/she has received the information pursuant to Articles 13 and 14 of the GDPR concerning the processing by the Data Controller of the personal data provided for the purposes of **recruitment and selection of personnel by Fondital S.p.A. - A single shareholder company - and the companies of the Silmar Group**, including any processing that may relate to data belonging to particular categories.

Place and date: \_\_\_\_\_

**SIGNED for acknowledgement:** \_\_\_\_\_