



## CANDIDATES

### Policy on the processing of personal data in accordance with article 13 of the EU Regulation n. 2016/679 (GDPR)

The company Salumificio Panzeri S.r.l. as data controller of the Personal Data, intends to inform you of the following:

#### 1. Principles applicable to the processing of Personal Data

Pursuant to art. 5 of the European Regulation n. 2016/679 your data will be processed:

- on a fair, lawful and transparent manner;
- in a precise manner and will be updated as necessary;
- in a relevant manner and not excessive in relation to purposes for which they are processed.

#### 2. Data forming the subject-matter of processing

The data that the Company intends to process are:

- Personal Data;
- information about educational career, professional situation and field of expertise;
- specific data: health data, data revealing racial or ethnic origin, political opinions, trade-union membership, religious or philosophical beliefs.

The legal basis for points a. and b. is the performance of pre-contractual measures pursuant to art. 6, letter B) of the GDPR, the legal basis for point c. is your express consent pursuant to art. 9 of the GDPR.

#### 3. Purposes of the processing

The collected data will be processed to carry out the research, selection and evaluation of the personnel in order to manage your application with reference to a specific job advertisement and to manage your spontaneous application.

In the event that you have provided your data by applying to a job advertisement, such data may also be processed for future selections after the explicit consent sent together with the curriculum or subsequently given.

#### 4. Method of processing

Your data will be processed by manual and electronic means, including through data entry in databases, archives, platforms, suitable for the storage and management of data, to the extent and in the manner prescribed to fulfill the aforementioned purposes.

The data will be exclusively processed by the personnel authorized by the Company.

Pursuant to art. 32 of the EU Regulation n. 2016/679 we have established adequate security measures, in order to prevent the destruction, loss, modification, unauthorized disclosure or access, accidentally or



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illegally, of personal data transmitted, stored or otherwise processed. Your data will not be subject to automated decisions concerning the aforementioned purposes.

## 5. Communication and transfer of data

IT companies carrying out maintenance activities on programs/platforms of the Company may become aware of your data, therefore, the aforementioned companies have been designated Data Processors in accordance with art. 28 of the EU Regulation n. 2016/679.

Your data will not be transferred outside the European Union.

In case of necessity your data may be communicated to law firms.

## 6. Dissemination

The Personal Data that you have provided will not be disseminated.

## 7. Retention period of the Personal Data

Your data will be kept for the time strictly necessary to fulfill the above mentioned purposes and in any case for a period not exceeding 24 months unless you withdraw, at any time, your consent to the processing of your data. In any case, your data may be processed due to legal obligations and in the exercise of certain rights before the Courts by the Company.

## 8. Rights of the data subject

You, as data subject of the processing of Personal Data, may exercise at any time the rights expressly granted by the European Regulation, and in particular:

- **Right to access Personal Data (art. 15):** in order to obtain from the data controller the confirmation that a processing of your Personal Data is in progress and in this case, to access to such data and to the following information:
  - the purposes of the processing;
  - the categories of Personal Data concerned;
  - the recipients or categories of recipient to whom the Personal Data have been or will be disclosed, in particular recipients in third countries or international organizations;
  - where possible, the envisaged period for which the Personal Data will be stored, or, if not possible, the criteria used to determine that period;
  - the existence of the right to request from the controller rectification or erasure of Personal Data or restriction of processing of Personal Data concerning the data subject or to object to such processing;
  - the right to lodge a complaint with a supervisory authority;
  - where the Personal Data are not collected from the data subject, any available information as to their source;



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- the existence of automated decision-making, including profiling, referred to in art. 22 paragraphs 1 and 4 and, at least in those cases, meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for the data subject;
- the appropriate safeguards pursuant to art. 46 relating to the transfer of data abroad.
- **Right to rectification (art. 16)** and integration of inaccurate or incomplete Personal Data concerning you;
- **Right to erasure (art. 17)** of Personal Data relating to you if:
  - Personal Data are no longer necessary in relation to the purposes for which they were collected or processed or otherwise that are unlawfully processed or that should be erased in compliance with a legal obligation in Union or Member State law to which the controller is subject;
  - the Personal Data have been collected in relation to the offer of information society services referred to in art. 8, paragraph 1;
  - withdraw the consent and where there is no other legal ground for the processing;
  - objects to the processing pursuant to art. 21, paragraph 1 and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to art. 21, paragraph 2;
- **Right to restriction of processing of Personal Data (art. 18)** where one of the following applies:
  - the accuracy of the Personal Data is contested by you, for a period enabling the controller to verify the accuracy of the Personal Data;
  - the processing is unlawful and you oppose the erasure of the Personal Data and request the restriction of their use instead;
  - the controller no longer needs the Personal Data for the purposes of the processing, but you require them for the establishment, exercise or defense of legal claims;
  - you have objected to processing pursuant to art. 21, paragraph 1 pending the verification whether the legitimate grounds of the controller override your interests.
- **Right to data portability (art. 20)** that is to transmit such data to another data controller if it is based on consent or a contract;
- **Right to object (art. 21)** at any time, on grounds relating to your particular situation, to processing of Personal Data concerning you;
- **Right to lodge a complaint with the competent supervisory authority;**
- **Right to withdraw consent;**

If you wish to exercise the rights listed above, please find here the address of the Company:  
[info databreach@salumificiopanzeri.com](mailto:info databreach@salumificiopanzeri.com) .



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