

INFORMATION ADDRESSED TO CANDIDATES FOR RECRUITMENT

Pursuant to the legislation on personal data protection¹ the CONTROLLER OF PERSONAL DATA PROCESSING² Gruppo DP S.p.A. (VAT number 03436170108) with headquarters in Genoa (Italy) Via Trento 43/3 PEC: hr.gruppodp@registerpec.it provides, also to ensure fair and transparent treatment, the following information:

CATEGORIES OF PERSONAL DATA AND PROCESSING METHODS

The data processed are personal data³, particularly⁴ possibly related to health (as candidates for recruitment), given, or otherwise processed in the course of the relationship⁵ with the Data Controller.

The processing will take place in paper format and using computer tools with security and confidentiality profiles suitable to guarantee the security and confidentiality as well as to prevent unauthorized access to personal data.

PURPOSE OF THE PROCESSING

The purposes of the processing are:

- the execution of personnel search and selection activities for a possible employment relationship and for the consequent pre-contractual purposes;
- the fulfilment of specific obligations or tasks provided for by EU legislation, laws, regulations, collective agreements, etc...;
- the compliance with the regulations on social security, occupational health and safety, tax/tax matters, health protection, personnel management;
- the fulfilment of obligations arising from insurance contracts (aimed at covering risks related to the employer's liability);
- ensuring equal opportunities;
- the protection of the Data Controller's rights.

LEGAL BASIS OF PROCESSING

- 1 the processing of personal data and curriculum (voluntarily provided by you at the time of application or, if necessary, communicated orally during the interview) is necessary for the performance of the search and selection activity or for the execution of pre-contractual measures taken at your request and to verify your suitability to fill the specific open position and is also necessary to comply with legal/regulatory obligations under what the Data Controller is subject to, (art. 6 (1) letter b), c) and f) of the GDPR);
- 2 the processing of data received (for example, data collected through electronic tools, e-mail, digital transaction management platforms for approval and document signing, personnel onboarding software and internet) is necessary for the pursuit of the legitimate interest of the Data Controller (art. 6 (1) lit. f) GDPR);
- 3 the processing of data relating to the electronic signature of documents (such as date of birth, tax code, IP address of the machine used for signature, mobile phone number or e-mail address for OTP identification, electronic handwritten signature, identification number and/or image etc.) is necessary for the pursuit of the legitimate interest of the Data Controller (art. 6 (1) lett. f) GDPR);

with reference to particular data, we ask you in general not to provide this type of information, unless strictly necessary and only in cases where processing is permitted by law. We inform you in any case that the particular data relating to the state of health - if provided in the above mentioned cases - are processed as necessary for the fulfilment of obligations and the exercise of rights in the field of labour law, of social security and social protection according to the rules and, where applicable, the collective agreement (Art.9(2) lett. b) of the GDPR).

POSSIBLE CONSEQUENCES OF FAILURE TO PROVIDE DATA

For the personal data indicated above limited to those whose communication to the Controller results from a legal/regulatory or contractual obligation or is necessary for the conclusion of a contract or for the establishment of the relationship, the failure to communicate by the interested party entails the following consequences: inability to participate in the selection or impossibility to establish the employment relationship or to comply with legal obligations.

For the processing of data based on legitimate interest, the Controller has made a balance of necessity and proportionality with your rights. This processing is carried out until the right of opposition is exercised in accordance with the procedures described in the following paragraph "Rights".

¹ See. EU Regulation 679/2016 (hereinafter GDPR), etc...

² Hereinafter referred to as "Holder".

³ That is, any information concerning an identified or identifiable natural person («interested»); is considered to be identifiable the natural person who can be identified, directly or indirectly, with particular reference to an identifier such as name, identification number, location data, an online identifier or one or more elements of its physical, physiological, genetic, psychological, economic, cultural or social identity.

⁴ That is, personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, as well as processing genetic data, biometric data intended to uniquely identify a natural person, data relating to the person's health or sexual life or sexual orientation.

⁵ Such as family, etc...

RECIPIENTS

Recipients/categories of recipients of personal data are:

- natural persons authorized by the Data Controller to process personal data after signing a confidentiality agreement (e.g. employees of the Personnel/Administration Office);
- the Work Consultant, designated as Data Processor;
- the doctor, designated as the autonomous Data Controller;
- Public Administrations, Institutions and/or Social Security Bodies public and private and/or insurance, financial administration, competent ministries, trade unions and employers' associations, trade union representatives, also in fulfillment of specific obligations arising from the CCNL, Pension funds, company welfare funds, insurance companies with which they have policies. These entities act as independent controllers, unless they have been designated as Data Processors. The names of the Data Processors can be requested to the Data Controller by writing to hr.gruppod@registerpec.it.

TRANSFER

The Data Controller does not transfer personal data to recipients in third countries outside the EEA.

CONSERVATION

The retention period for personal data is the term provided for by applicable rules. For the curricula and data provided by candidates for recruitment is within the end of the selection process and within 24 months in case no employment contract is signed; in any case the data may be stored, with limited access, only for the purpose of defending in court for any disputes with the interested party or requests from public authorities.

RIGHTS

The data subject has the right in the cases provided for by law to request: access to personal data, rectification; The deletion of personal data; The portability of personal data; The limitation of personal data processing; object to the processing; not be subject to a decision based solely on automated processing, including profiling, which produces legal effects affecting him or similarly significantly affects his person.

To exercise these rights, the data subject may contact the Controller at the addresses indicated above.

RIGHT TO COMPLAIN

The data subject has the right to lodge a complaint with the Data Protection Authority.

AUTOMATED DECISION-MAKING, INCLUDING PROFILING

No automated decision-making processes and/or profiling are carried out⁶.

DIFFERENT ENDS

If the Data Controller intends to further process the data for a purpose different from that for which they were collected, it will provide the data subject with information about this different purpose and any other relevant information before such further processing.

Please return a copy of this duly signed, we send you our best wishes.

The Data Controller
Gruppo DP S.p.A
Nicola Dagnino - President of the BOD

We declare that we have received the above information and also have provided on behalf of the Data Controller the above information to any other interested parties (such as family members) to which the data provided refer.

Received, read and understood the information ex art. 13 and 14 EU Regulation 679/2016.

Signature