



LA SAN MARCO di Francesco Bugatti & C. SApA

PRIVACY POLICY

LA SAN MARCO DI FRANCESCO BUGATTI & C. SApA, with registered office at (25065) Lumezzane (BS), Via Industriale, n. 67, registered in the Companies' Register of Brescia R.E.A. n. BS - 396196, Fiscal Code 01963220981 and VAT no. 01963220981, in person its legal representative, Ottorino Bugatti, (hereinafter, La San Marco), as data controller (hereinafter, the Data Controller), informs, pursuant to art. 13 Regulation EU n. 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter, the GDPR) that your data will be processed as indicated below.

1. Object of the treatment

1.1 We deal with your personal and identifying data (name, surname, address, email address, telephone number, curriculum vitae) (hereinafter, Personal Data) communicated in order to participate in our selection process for job positions.

2. Purpose of the processing

2.1 The processing of your Personal Data is performed for purposes related or instrumental to research and selection of candidates for job positions opened by us.

2.2 Your Personal Data are mandatory for the purposes referred to in article 2.1 of this policy. Therefore, in the event of your refusal to provide your Personal Data, we may not proceed with the performance of the research and selection activity and we will not have the power to consider your application.

2.3 The processing of particular categories of personal data (e.g. health status, belonging to protected categories) requires your written consent. If you don't provide us your written consent, we will not be able to evaluate your application. We require applicants, who have Personal Data in the particular categories, to send us their curriculum vitae by mail to the address indicated in Article 8, with their explicit declaration of consent to the processing by us. Personal Data belonging to the particular categories will be retained by us in accordance with the law.

3. Methods of processing

3.1 The processing of your Personal Data is carried out by means of the operations indicated in article 4, n. 2) GDPR or collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use,



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interconnection, blocking, communication, cancellation and destruction of data. Your Personal Data are subjected to both paper and electronic and/or automated processing.

3.2 In order to fulfill the purposes referred to in article 2 of this privacy policy, we will process your Personal Data, indefinitely, guaranteeing the rights referred to in article 7 of this privacy policy, including cancellation. In case of your request of cancellation, your Personal Data will be destroyed or made anonymous.

4. Access to data

4.1 Your Personal Data may be made accessible to

- a) our employees and collaborators, in their quality of authorised to process your Personal Data and/or internal processors and/or system administrators;
- b) to other companies or subjects (e.g., credit institutes, professional firms, consultants) who carry out activities on behalf of us. These subjects will act as independent data controller or will be designated as external processors.

5. Communication of data

5.1 Without the need for your express consent pursuant to article 6, lett. b) and c) GDPR, we may communicate your Personal Data to those subjects, to whom the communication is mandatory pursuant to the law (for example, Judicial Authorities). These subjects will process your Personal Data in their capacity as independent data controllers. Except for the aforementioned obligations, your Personal Data will not be disclosed to third parties distinguished by us or by the subjects, to whom access is authorised pursuant to article 4 of this information.

6. Data transfer

6.1 The management and storage of your Personal Data will be carried out on our servers located within the European Union and/or on servers of other companies duly appointed as data processors. Currently, our servers are located in the European Union. Your Personal Data will not be transferred to outside the European Union. In any case, it is understood that, if necessary, we will have the right to move our server in Italy and/or in the European Union and/or in non-EU countries. In this case, we ensure that the transfer of your Personal Data to non-EU countries will take place in accordance with the provisions of the GDPR.



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7. Your rights

7.1 We guarantee you the following rights,

- a) the right to obtain a confirmation of the existence of your Personal Data, even if not yet recorded, and their communication in an intelligible form;
- b) the right to obtain the indication of i) the origin of your Personal Data; ii) the purposes and methods of the processing; iii) the logic applied in case of treatment carried out with the aid of electronic instruments; iv) the identifying details of the Data Controller, the processors and the eventual representative designated according to article 3, paragraph 1, GDPR; v) the subjects or categories of subjects to whom your Personal Data may be communicated or who can learn about them as appointed representatives in the territory of the State, managers or agents;
- c) the right to obtain i) the updating, rectification or, when interested, the integration of your Personal Data; ii) the cancellation, transformation into anonymous form or blocking of your Personal Data processed in violation of the law, including those whose retention is unnecessary for the purposes for which your Personal Data have been collected or subsequently processed; iii) the attestation that the operations referred to in letters i) and ii) have been brought to the attention, also with regard to their content, of those to whom your Personal Data have been communicated or disseminated, except in the case in which such fulfillment proves impossible or involves a use of means manifestly disproportionate to the protected right;
- d) the right to object, in whole or in part, i) for legitimate reasons to the processing of your Personal Data, even if pertinent to the purpose of collection; ii) to the processing of your Personal Data for the purpose of email advertising or direct sales material or for carrying out market research or commercial communication, through the use of automated call systems without the intervention of an operator by email and/or through traditional marketing methods by telephone and/or mail. The right of opposition for the purposes of direct marketing is allowed both in the case of use of automated methods and paper and remains in any case its possibility to exercise the right of opposition even in part. Therefore, you may decide to receive only communications using traditional methods or only automated communications or none of the two types of communication.



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7.2 According to the GDPR you may exercise the right of rectification, the right to be forgotten, the limitation of treatment, the portability of your Personal Data as well as the right to complain to the Privacy Authority.

8. How to exercise rights

8.1 In order to exercise your rights, you can send a communication at any time by registered mail to LA SAN MARCO DI FRANCESCO BUGATTI & C. SAPA, Via Industriale, n. 67, 25065 Lumezzane (BS) or by PEC email to lasanmarcobugattisapa@legalmail.it.

9. Data Controller and Processor

9.1 The Data Controller is LA SAN MARCO DI FRANCESCO BUGATTI & C. SAPA. The updated list of data processors is kept at our headquarters.

10. Changes to this Policy

10.1 This policy may change. It is your responsibility to regularly check for any updates.



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