

INFORMATION NOTICE TO CANDIDATES FOR THE PROCESSING OF PERSONAL DATA PURSUANT TO ARTICLES 13 AND 14 OF EU REGULATION NO. 2016/679 ("GDPR")

TECO S.r.l., with registered office in via Sandro Pertini n.39/41, 25050 Provaglio d'Iseo (BS) Italy, VAT number: 03215890173, Tax code: 01238310039 (hereinafter "**Data Controller**"), as the data controller, informs you pursuant to Article 13 of EU Regulation no. 2016/679 ("**GDPR**") that your personal data will be processed in the following manner and for the following purposes:

1. Object of Processing

The Data Controller processes personal, identifying, and curricular data, as well as potentially special categories of data (as defined by Art. 9 of Reg. 2016/679), provided by you through spontaneous applications or provided on your initiative by filling out the application form for open job positions published on the company website www.tecosrl.it, or collected during selection interviews conducted with you.

The Data Controller will process only information strictly relevant and limited to what is necessary for the purposes outlined below, also taking into account the particular duties and/or specificities of the required professional profiles. We therefore invite you to limit the presence of special categories of data in your curriculum vitae to those potentially or strictly related to specific legal provisions (e.g., belonging to protected categories).

2. Purpose and Legal Basis of Processing

The personal data identified in the previous point are processed for purposes related to the Data Controller's **activities of personnel research and selection** for the establishment of an employment or collaboration relationship with the Data Controller. The candidate's data are collected and processed in relation to the specific search and selection action for which they were transmitted, but also to ensure future employment opportunities for the candidate by the Company.

The legal bases for processing are identified in the fulfillment of pre-contractual measures requested by you, in the fulfillment of any legal obligations, as well as in the legitimate interest of the Data Controller to exercise or defend a right in court.

In any case, within the limits of the purposes referred to in Article 6, paragraph 1, letter b) of the GDPR, consent for the processing of personal data present in curricula is not required.

3. Processing Methods and Duration

The processing of your personal data may be carried out by means of the operations indicated in Art. 4 n. 2) GDPR, namely: collection, recording, organization, structuring, storage, adaptation or modification, extraction, consultation, use, communication by transmission, dissemination or any other form of making available, comparison or interconnection, limitation, erasure or destruction of data. Your personal data may be subjected to both paper and electronic processing.

The Data Controller will process personal data for the time necessary to fulfill the above purposes and in any case for no longer than 12 months from the submission of the application.

4. Access to Data

Without prejudice to communications made in fulfillment of legal and contractual obligations, for the purposes referred to in Art.2 of this information notice and as strictly required in relation to the personnel selection or evaluation procedure, the personal data of the interested party may be communicated to authorized personnel for processing within the Data Controller's organization, to external processors and persons in charge of the Data Controller's processing, to subjects, including external to the Company, assigned to the management and maintenance of electronic tools, to external consultants of the Data Controller appointed to carry out specific personnel selection activities.

5. Communication of Data

Pursuant to Art. 6 lett. b) and c) GDPR, therefore without the need for express consent, the Data Controller may communicate your data for purposes arising from the potential employment relationship to judicial authorities as well as to those subjects to whom communication is mandatory by law for the fulfillment of said purposes.

These subjects will process the data in their capacity as independent Data Controllers. The personal data you provide will not be subject to dissemination.

6. Data Transfer

Personal data may be transferred, for the purposes of this information notice as well as for archiving and storage needs, both to European Union countries and to third countries outside the European Union.

In any case, the Data Controller ensures from now on that the transfer of data outside the EU will take place in accordance with the applicable legal provisions.

7. Nature of Data Provision and Consequences of Refusal to Respond

The provision of your personal data for the purposes specified above is necessary in order to proceed with the formalization of your application. Failure to provide such data will result in the impossibility for the Data Controller to process the data for this purpose and to consider your application.

8. Rights of the Data Subject

As an interested party, you may exercise the rights referred to in Art. 15 GDPR and specifically:

1. The data subject has the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data and the following information:

- a) the purposes of the processing;
 - b) the categories of personal data concerned;
 - c) 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;
 - d) where possible, the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine that period;
 - e) 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;
 - f) the right to lodge a complaint with a supervisory authority;
 - g) where the personal data are not collected from the data subject, any available information as to their source;
 - h) the existence of automated decision-making, including profiling, referred to in Article 22(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.
2. Where personal data are transferred to a third country or to an international organization, the data subject shall have the right to be informed of the appropriate safeguards pursuant to Article 46 relating to the transfer.
3. The controller shall provide a copy of the personal data undergoing processing. For any further copies requested by the data subject, the controller may charge a reasonable fee based on administrative costs. Where the data subject makes the request by electronic means, and unless otherwise requested by the data subject, the information shall be provided in a commonly used electronic form.
4. The right to obtain a copy referred to in paragraph 3 shall not adversely affect the rights and freedoms of others.
- Where applicable, you will also have the rights referred to in Articles 16-22 GDPR (Right to rectification, Right to erasure, Right to restriction of processing, Right to data portability, Right to object, Right not to be subject to automated decision-making, including profiling) as well as the right to lodge a complaint with the Supervisory Authority.

9. How to Exercise Rights

You may exercise your rights at any time by sending a registered letter with return receipt to Teco S.r.L at the address via Sandro Pertini n.39/41, 25050 Provaglio d'Iseo (BS) Italy or an email to amministrazione@tecosrl.it

10. Data Controller and Processors

The Data Controller is TECO S.r.l. with registered office in via Sandro Pertini n.39/41, 25050 Provaglio d'Iseo (BS) Italy, VAT number: 03215890173, Tax code: 01238310039.

The updated list of data processors is kept at the registered office of the Data Controller.
TECO S.r.l.