

PRIVACY POLICY – TO CANDIDATES, FOR PERSONNEL SELECTION ACTIVITIES

Information document pursuant to and for the purposes of Articles 13-14 of Regulation (EU) 2016/679 (GDPR)

1. WHO IS THE DATA CONTROLLER? HOW TO CONTACT HIM?

The Data Controller is **Fondital S.p.A.** with registered office in Vobarno (BS), Via Cerreto, 40, in the person of its pro-tempore Legal Representative, who can be contacted for any information by phone: 0365 878 31 and by e-mail: privacy@fondital.it.

2. MAIN DEFINITIONS

Please note that Article 4 of the GDPR provides for the following definitions:

- **Personal data:** any information relating to an identified or identifiable natural person ("**data subject**"); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological identity of that natural person, genetic, psychological, economic, cultural or social.
- **Special data** (see Art. 9 GDPR): personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, as well as genetic data, biometric data for the purpose of uniquely identifying a natural person, data relating to health or a person's sex life or sexual orientation.
- **Source of data and/or provision:** Personal data have been provided by other sources, such as third party companies belonging to the Group, companies/subjects used for the selection of personnel or the administration of personnel, or by universities or educational institutes in general, third parties.

3. PURPOSE OF THE PROCESSING, LEGAL BASIS, RETENTION PERIOD, NATURE OF THE PROVISION

PURPOSE OF THE PROCESSING A)

Selection of personnel in the Work with Us Area, carrying out the search and selection of personnel for the purpose of the possible establishment of an employment relationship, *also for **any positions other than those for which the interested party has** applied voluntarily*; storage of personal data *also for **future selections***; managing applications in response to job offers posted on the organisation's website; interviews and any video-interviews (data processing including image/audio).

LEGAL BASIS

The data processing is necessary for the execution of pre-contractual measures adopted also at the request of the data subject.

Art. 6 para. 1 lit. b) GDPR.

For the processing of special data, General Authorization no. 1/2016 of the Italian Data Protection Authority and applicable legislation on compulsory recruitment.

RETENTION PERIOD

In principle, the data collected during the recruitment process will be deleted as soon as it becomes apparent that no job offer will be made or that the offer will not be accepted by the applicant.

In any case, the maximum retention period is 24 months.

NATURE OF THE PROVISION

The provision of personal data is necessary to process the data for selections.

Failure to provide the necessary personal data will make it impossible to apply.

PURPOSE OF THE PROCESSING B)

Management of requests regarding the protection of personal data and requests from other data subjects, pursuant to Articles 15 et seq. of the GDPR (rights of the data subject).

LEGAL BASIS

The processing is necessary for compliance with a legal obligation to which the controller is subject (C45).

Art. 6 para. 1 lit. c) GDPR.

RETENTION PERIOD

5 years from the closure of the request, except for litigation.

NATURE OF THE PROVISION

The provision of personal data is mandatory, as it is essential to be able to execute legal obligations.

PURPOSE OF THE PROCESSING C)

The Data Controller, in the context of the selection of candidates, may view the candidate's **publicly accessible "social profile"** on social media/networks.

The Data Controller may collect and process the candidate's personal data to the extent that such collection is necessary and relevant for the performance of the work.

To this end, candidates may be asked to provide information about their respective profile contacts on social networks.

LEGAL BASIS

The processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, provided that such interests are not overridden by the interests or fundamental rights and freedoms of the data subject which require the protection of personal data (C47-C50).

Art. 6 para. 1 lit. f) GDPR.

RETENTION PERIOD

In principle, the data collected during the recruitment process will be deleted as soon as it becomes apparent that no job offer will be made or that the offer will not be accepted by the applicant.

In any case, the maximum retention period is 24 months.

NATURE OF THE PROVISION

The provision of data is optional.

Failure to provide such data will prevent the achievement of the legitimate interest of the Data Controller indicated in the purposes of this point.

The refusal must be balanced with the legitimate interest of the Data Controller indicated in the purposes of this point.

PURPOSE OF THE PROCESSING D)

Selection of personnel on behalf of other companies in the group. To this end, the candidate's personal data, including Curriculum Vitae, will be transmitted to the other companies in the group. The complete list of group companies is available on request by writing to privacy@fondital.it.

LEGAL BASIS

The processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, provided that such interests are not overridden by the interests or fundamental rights and freedoms of the data subject which require the protection of personal data (C47-C50).

Art. 6 para. 1 lit. f) GDPR.

RETENTION PERIOD

In principle, the data collected during the recruitment process will be deleted as soon as it becomes apparent that no job offer will be made or that the offer will not be accepted by the applicant. In any case, the maximum retention period is 24 months.

NATURE OF THE PROVISION

The provision of data is optional. Failure to provide such data will prevent the achievement of the legitimate interest of the Data Controller indicated in the purposes of this point. The refusal must be balanced with the legitimate interest of the Data Controller indicated in the purposes of this point.

PURPOSE OF THE PROCESSING E)

In the context of personnel selection activities, verification of references and **verification of the *Curriculum Vitae***.

The verification activities will be conducted:

- at the training/educational institutions declared by the candidate and will concern, among other things, the years attended and the qualification/diploma received;
- with former employers and will concern, among other things, the job held and the correspondence of the period of employment with what the candidate declared.

This purpose will also be pursued by contacting any persons indicated/listed by the candidate as references.

LEGAL BASIS

the processing is based on consent to the processing of personal data (C42, C43)

Art. 6 para. 1 lit. a) GDPR

RETENTION PERIOD

In principle, the data collected during the recruitment process will be deleted as soon as it becomes apparent that no job offer will be made or that the offer will not be accepted by the applicant and a maximum of 24 months.

NATURE OF THE PROVISION

The provision of personal data is optional.

Failure to provide personal data does not make it impossible to select.

PURPOSE OF THE PROCESSING F)

Prevention and conduct of litigation and other legal matters and for **defense in the event of a trial**.

LEGAL BASIS

The processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, provided that such interests are not overridden by the interests or fundamental rights and freedoms of the data subject which require the protection of personal data (C47-C50).

Art. 6 para. 1 lit. f) GDPR.

RETENTION PERIOD

10 years, unless opposed and except for the time necessary for the defense in court.

NATURE OF THE PROVISION

The provision of data is necessary.

Failure to provide such data will prevent the achievement of the legitimate interest of the Data Controller indicated in the purposes of this point. The refusal must be balanced with the legitimate interest of the Data Controller indicated in the purposes of this point.

4. TO WHOM WILL PERSONAL DATA BE COMMUNICATED? DATA RECIPIENTS

The data will not be released. Personal data will be communicated to subjects who will process the data as independent Data Controllers, or Data Processors (art. 28 GDPR) and processed by natural persons (art. 29 GDPR) who act under the authority of the Data Controller and the Data Processors on the basis of specific instructions provided regarding the purposes and methods of processing. The data will be communicated to recipients belonging to the following categories:

- group companies based in EEA countries;
- subjects, based in Italy, who manage/support/assist, even if only occasionally, the Data Controller in the administration of the Information System and telecommunications networks

(including e-mail, websites and/or web platforms); - in the case of consent for references, to third parties, such as universities and educational institutions, former employers.

- Competent authorities for compliance with legal obligations and/or provisions of public bodies, upon request.

5. IS THERE A DATA TRANSFER TO A NON-EEA COUNTRY?

Personal data will not be transferred to countries outside the EEA. It should be noted, in particular, that the data will be stored in Italy and that the recipients of the data are based in Italy.

6. IS THERE AN AUTOMATED PROCESS?

Personal data will be subjected to traditional, electronic and automated manual processing. Please note that fully automated decision-making processes are not carried out.

7. RIGHTS OF THE DATA SUBJECTS

Data subjects may assert their rights as expressed by Articles 15 et seq. GDPR, by contacting the Data Controller at the e-mail address: privacy@fondital.it.

The data controller guarantees data subjects the possibility to request, at any time, access to their personal data (art.15), rectification (art.16), erasure of the same (art.17), limitation of processing (art.18). The data controller shall notify (art. 19), to each of the recipients to whom the personal data have been transmitted, any corrections or deletions or limitations of processing carried out. The data controller shall notify the data subjects who request such recipients.

The data controller guarantees the right to portability (art.20) and, in the event of requests pursuant to art.20, will provide the data subjects with the data in a structured, commonly used and machine-readable format.

The data subjects have the right to object (art.21), at any time, to the processing of data based on legitimate interest, by writing to the contacts above with the subject "opposition".

Data subjects have the right to revoke the consent given, without prejudice to the lawfulness of the processing based on the consent given before the revocation.

In the event that data subjects believe that the processing of personal data carried out by the Data Controller is in violation of the provisions of Regulation (EU) 2016/679, they are free to lodge a complaint with the [National Supervisory Authority](#), in particular in the Member State where they habitually reside or work, or in the place where the alleged violation of the Regulation occurred (Privacy Guarantor <https://www.garanteprivacy.it/>), or to bring the matter before the appropriate courts.

8. POLICY CHANGES

The owner may change, modify, add or remove any part of this Privacy Policy. In order to facilitate the verification of any changes, the policy will contain an indication of the date of update of the policy itself.

Date of update: June 18, 2026

The Data Controller

Fondital S.p.A.