

## **Privacy Policy Statement concerning the processing of personal data pursuant to articles 13-14 of EU Regulation 2016/679**

[Interested Subjects: candidates to be considered for the establishment of an employment relationship.](#)

Emel Srl as Data Controller of your personal data, pursuant to and for the purposes of EU Regulation 2016/679 hereinafter 'GDPR', hereby informs you that the aforementioned legislation provides for the protection of data subjects with respect to the processing of personal data and that this treatment will be based on principles of correctness, lawfulness, transparency and protection of your privacy and your rights.

Your personal data will be processed in accordance with the legislative provisions of the aforementioned law and the confidentiality obligations provided for therein.

Purpose and legal basis of the processing: in particular, your data will be used for the following purposes relating to the execution of measures related to contractual or pre-contractual obligations:

- selection of personnel for the establishment of an employment relationship.

For the purposes of the aforementioned treatment, the Data Controller may become aware of particular categories of personal data and in detail: racial or ethnic origins, health status. The processing of personal data for these particular categories is carried out in compliance with Article 9 of the GDPR.

Processing methods. Your personal data may be processed in the following ways:

- processing of data collected from third parties;
- processing by electronic calculators;
- manual processing by means of paper archives.

Each treatment is carried out in compliance with the procedures set out in articles 6, 32 of the GDPR and through the adoption of the appropriate security measures provided.

Your data will only be processed by personnel expressly authorized by the Owner and, in particular, by the following categories of employees:

- Administration office;
- Technical office.

Communication: Your data may be communicated to external parties for a correct management of the relationship and in particular to the following categories of Recipients including all the Data Processors duly appointed:

- consultants and freelancers, even in associated form.

Dissemination: Your personal data will not be disclosed in any way.

It should be noted that the use of Google Drive, GMail or similar may involve the transfer of data abroad (both EU and non-EU), always in compliance with the applicable provisions of law and, in any case, in compliance with maximum security. The personal data communicated can be transferred to EU countries and / or to third countries with respect to the EU, for the purposes mentioned in the introduction, in compliance with the applicable law provisions, subject to the stipulation of the standard contractual clauses envisaged by the Commission European. Your personal data may therefore be transferred, limited to the aforementioned purposes, in the following states:

- EU countries;
- Extra EU states.

Conservation Period. We inform you that, in compliance with the principles of lawfulness, limitation of purposes and minimization of data, pursuant to art. 5 of the GDPR, the retention period of your personal data is:

- established for a period of time not exceeding the achievement of the purposes for which they are collected and processed for the execution and fulfillment of the contractual purposes;
- established for a period of time not exceeding the achievement of the purposes for which they are collected and processed and in compliance with the mandatory time limits prescribed by law. The recordings will not be kept.

Owner: the Data Controller, pursuant to the Law, is Emel Srl (Via Europa 1 / G, 42022 Boretto (RE); VAT no .: 01930300353) in the person of its legal representative.

You have the right to obtain from the holder the cancellation (right to be forgotten), the limitation, updating, rectification, portability, opposition to the processing of personal data concerning you, and in general can exercise all the rights provided by the articles 15, 16, 17, 18, 19, 20, 21, 22 of the GDPR.

### **EU Reg. 2016/679: Articles 15, 16, 17, 18, 19, 20, 21, 22 – Rights of the Data Subject**

A data subject shall have the right to obtain confirmation as to whether or not personal data concerning him or her exist, regardless of their being already recorded, to obtain disclosure of such data in intelligible form, and to lodge a complaint with the Supervisory Authority.

A data subject shall have the right to be informed:

- of the source of the personal data;
- of the purpose and processing methods;

- of the logic applied if the data are processed by electronic means;
- of the identification data concerning data controller, data processors and the designated representative as per article 5, subsection 2;
- of the entities or categories of entity to whom or which the personal data may be disclosed and who or which may get to know said data in their capacity as designated representative(s) in the State's territory, data processor(s) or person(s) in charge of the processing.

A data subject shall have the following rights:

- the updating, rectification or, if this is in his interest, the supplementation of the data;
- to obtain erasure, anonymization or blocking of data that have been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed;
- to obtain certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were disclosed or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected;
- the portability of the data.

A data subject shall have the right to object, in whole or in part:

- on legitimate grounds, the processing of data relating to him, even if such processing is relevant to the purpose for which they were collected;
- to the processing of personal data concerning him, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market or commercial communication surveys.