



Information pursuant to art. 13-14 EU Regulation 2016/679

Dear candidate, pursuant to arts. 13 and 14 of EU Regulation 2016/679 and in connection to personal data which the firm Botti & Ferrari S.p.A. will come into possession with the submission of your *curriculum vitae*, we inform you about the following:

1. Purposes of data processing.

Personal data processing is aimed at and necessary for the evaluation of your application as an employee or collaborator of Botti & Ferrari S.p.A.

2. Modes of data processing.

a) Processing is performed through the following operations: collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and destruction of data. b) Operations can be performed with or without the aid of electronic or automated tools. c) Processing is exclusively performed by the data controller and/or data processors.

3. Data provision.

Provision of personal data is strictly necessary for the purposes of performing the activities referred to in point 1.

4. Refusal of data provision.

Your possible refusal to provide your personal data will entail the impossibility of fulfilling the activities referred to in point 1.

5. Data communication.

During the application evaluation process your personal data may be made aware of the data controller and data processors. On the other hand, your data will not be disclosed to third parties not interested in the evaluation process of your application.

6. Data disclosure.

Personal data are not subjected to disclosure.

7. Data transfer abroad.

Within the purposes referred to in point 1, your personal data will not be transferred to countries of the European Union or to third countries with respect to the European Union.

8. Data retention period.

Your personal data will be retained for the period necessary for the activities indicated in point *sub* 1. Retention may also continue beyond the above period and in any case for a period not exceeding 3 years.

9. Rights of the interested party.

We inform you that you have the right to access personal data; to obtain the correction or cancellation thereof or the limitation of the processing that concerns you; to oppose the processing; to data portability; to withdraw consent to processing where necessary (unless the processing is necessary to fulfill a legal obligation incumbent on the controller

or to perform a task of public interest) and to propose a complaint to the Privacy Authority. In order to facilitate the exercise of your rights, Botti & Ferrari S.p.A. prepared a special form containing all the necessary information and which can be easily requested by writing an e-mail to the address: info@botti-ferrari.com

10. Data of the data controller.

The data controller is Botti & Ferrari S.p.A., based in Milan, Via Cappellini n. 11, Tel. +39 02 6704275, Fax +39 02 6703250.

11. Expression and withdrawal of consent.

The submission of your application to each of the physical or digital addresses of our firm will be considered as an expression of explicit consent to the processing of your personal data for the purposes referred to in point 1. We inform you that you have the right to withdraw your consent to the processing of your personal data at any time by sending a written request to **info@botti-ferrari.com** without prejudice to the lawfulness of the processing based on consent given before the revocation.