



**INFORMATION FOR
THE PROCESSING OF
CANDIDATES
PERSONAL DATA**
Pursuant to Section
13 of Regulation (EU)
2016/679



PETROLVALVES GROUP
enabling your energy flow

**I N F O R M A T I O N F O R T H E
P R O C E S S I N G O F
C A N D I D A T E S P E R S O N A L
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TO THE CANDIDATE:

This privacy information describes the procedures used by PetrolValves S.p.A. (the “**Company**”), in its capacity as data controller, to gather, store and use your personal data, including the personal features and details of your career history and skills spontaneously provided in your CV or collected when you applied for employment we advertised. Your personal data will be processed in compliance with the principles of fairness, lawfulness and transparency.

DATA CONTROLLER, DATA PROCESSOR

Petrolvalves S.p.A., based in Viale Luigi Majno 17/A - 20122 Milan (MI) is the data controller of your personal data.

You may contact the data controller through the internal data processor, sending a request to the e-mail address: furioso.alessandra@petrolvalves.it

PURPOSES OF THE PROCESSING

Your data will be processed using appropriate technical and organizational measures that ensure the strictest security and confidentiality, through archives and paper media, digital media and IT systems.

The sole purpose of the processing is to select personnel in order to establish a possible employment relationship.

METHODS AND PLACE OF PROCESSING

Your data will be processed with manual, automated, paper, IT and electronic methods aimed at storing, managing or transmitting data in an appropriate manner to ensure the security and confidentiality of data pursuant to the provisions of section 32 of Regulation (EU) 2016/679 (the “**Regulation**”).

Processed data are stored at the Company’ premises.

We will process your personal data only if necessary to attain the purposes described above. Personal data not necessary for the attainment of these purposes will be deleted by our personnel, acting under the authority of the controller or of the processor.

DATA STORAGE

Your personal data will be stored for the length of time strictly necessary to attain the purposes and in all cases for a period not exceeding two years.

LEGAL BASIS FOR PROCESSING AND SUPPLYING DATA

The processing of your personal data is necessary for the execution of pre-contractual measures and the fulfillment of legal obligations. Therefore, your prior consent to data processing is not required.

However, some data collected may belong to particular categories of personal data, such as for example data revealing a legally protected status, membership to a certain ethnic group, to a political party and/or to a trade union.

Your sensitive data may be processed by the Company only with your explicit consent.

In all cases, those data will be processed only for the purposes described in this information and only in order to allow you to take part to the selection procedure.

In order to guarantee a further protection of the special categories of personal data, we will collect only sensitive data relevant for the purposes of the evaluation of your profile, skills and professional expertise to the extent that such information is necessary for a possible employment relationship or relationship as an independent contractor, provided this is not in contrast with the law regarding employment matters.

The supply of personal data to the Company is mandatory to take part to the selection procedure in order to establish a possible employment relationship.

Any refusal to supply the data requested or their inaccuracy may lead to the impossibility of achieving such purpose.

DISCLOSURE AND COMMUNICATION OF DATA

Your personal data will not be disclosed unless it is necessary to fulfill the obligations provided for by the law or regulations.

Your personal data will be processed by persons in the company in their capacity as officers acting under the authority of the controller or of the processor (belonging to the Human Resources Department) and by external subjects who hold specific positions mainly of an administrative or accounting nature on behalf of the Company, who will act as data processor. The Company may also process your data through external companies which will act as data managers.

Your personal data may also be communicated to other companies of the PetrolValves group in Italy or abroad (including extra UE countries, in particular the following countries: **Singapore, Norway, Kazakhstan, United States of America, Australia, Brazil**) for the purposes of the evaluation of your profile and hiring process.

The list of such officers is constantly updated and is available at the premises of the Company at your request.

Any possible communication to third parties will exclusively be done in order to pursue the purposes described in this information.

RIGHTS PROVIDED BY THE REGULATIONS

Pursuant to the Regulations, you have the right to obtain:

- withdrawal of consent;
- confirmation as to your personal data are being processed or not, and, inter alia, access to the following information:
 - a) the purposes of the processing;
 - b) the categories of personal data concerned;
 - c) the recipients or categories of recipients to whom personal data have been or will be disclosed, in particular recipients in third countries or international organizations;
 - d) the expected storage period for personal data, or, if this is not possible, the criteria used to determine that period (section 15 of Regulation);
- amendment of your personal data, as well as, having incomplete personal data completed (section 15 of Regulation);
- deletion of your personal data in the cases provided for by current legislation;
- restriction of processing your personal data in the cases provided for by current legislation (section 18 of Regulation);
- right of data portability, that is the right to receive your personal data in a structured, commonly used and machine-readable format (section 20 of Regulation).

In order to exercise the rights referred to above, you may contact the data manager. The data manager details and the officer to be contacted will be communicated sending your request to the following e-mail address: privacy@petrolvalves.it.

Last, you have the right to file a complaint with the national supervisory authority (Garante per la protezione dei dati personali, Piazza di Montecitorio n. 121, 00186, Roma (RM)).

CONSENT TO THE PROCESSING OF DATA

With regard to the above information, the undersigned expresses his/her consent to the processing of the special categories of personal data.

Signature
