



"REGULATION ON THE PROTECTION OF INDIVIDUALS WITH REGARD TO THE PROCESSING OF PERSONAL DATA AND ON THE FREE MOVEMENT OF SUCH DATA"

CANDIDATE INFORMATION PURSUANT TO ARTICLE 13 OF EU REGULATION 2016/679

INTRODUCTION

In compliance with Article 13 of EU Regulation 2016/679, we provide you with the information due at the time of collecting your personal data.

1. DATA CONTROLLER

The data controller is **Salami s.p.a.**, represented by the temporary legal representative, VAT ID: 03236400366, with registered office at Via Emilia Ovest 1006, 41123 Modena, email: personale@salami.it (hereinafter referred to as the "Controller").

2. CATEGORIES OF PROCESSED DATA

The data collected and processed by the undersigned fall into the following categories:

- **Identifying data:** name, address, phone number, tax code, age, gender, place and date of birth, ID card, driver's license, images.
- **Personal data related to education and work activity:** curriculum vitae, professional skills.
- **Data related to family status:** dependents, minors.
- **Data related to health** status influencing job position and tasks.

1. DATA COLLECTION AND PROCESSING METHODS

a) **User contacts via email or phone call.**

b) **Spontaneous submission of the curriculum vitae by delivering a hard copy to the reception.**

The collection of data sent to the Controller by interested parties occurs through electronic and computerized means, such as email or the form on the company's website allowing the uploading and submission of resumes, by mail, or in person. This is done in compliance with legal, regulatory, and company policy provisions ensuring security, confidentiality, availability, and integrity, as well as the accuracy, updating, and relevance of data for the purposes declared below. The processing will adhere to the principles of fairness, lawfulness, and transparency. Additionally, any necessary evaluations within the selection process, which may involve processing the submitted data, will be carried out, and the results will be included in the recruitment database as part of the selection process.

2. DATA STORAGE

Personal data related to profiles of potential candidates for open positions are stored for the time strictly necessary to ensure the correct completion of the selection procedures. Personal data of candidates not considered suitable for any position are deleted within 7 (seven) days from the moment the Controller deems the candidate unsuitable for the open position. Personal data of candidates deemed suitable for other open positions are kept for the time strictly necessary to ensure the correct completion of the selection procedures. In case of a negative outcome regarding suitability for other positions, the data is deleted within 24 (twenty-four) months. In any case, resumes considered suitable but for which there are no available positions may be kept for a maximum of 12 (twelve) months.

3. FINALITÀ E BASE GIURIDICA DEL TRATTAMENTO

Your personal data will be processed for the following purposes:

a) **Execution of a contract of which the data subject is a party or execution of pre-contractual measures adopted at the request of the data subject, pursuant to Article 6, letter b, of EU Reg:**

- Research and selection of profiles.
- Evaluation of profiles and professional skills, management of applications in response to job offers within the Group.
- Establishment, management, and termination of the contractual relationship.

The provision of data as per point a) is mandatory, and failure or partial provision makes it impossible for the Controller to achieve the above-mentioned purposes.

4. DATA DISCLOSURE SCOPE

Data processing will be carried out by authorized personnel within the structure, and the data may be disclosed to other companies within the group. If the recipients process data on behalf of the data controller, they will be appointed as data processors through a contract or contractual clauses regulating the processing of the data in question, as provided for in Article 28 of the Regulation. In accordance with the purpose of processing, your data may be disclosed abroad. In such cases, the company will inform those who receive the data to ensure the same processing rules applied in Italy.

5. DIRITTI DELL'INTERESSATO

In relation to the aforementioned processing and the related data in our archives, **the rights provided for in Chapter III, Articles 15 to 22 of EU Regulation 2016/679** can be exercised. Specifically, the right of access (Article 15), right to rectification (Article 16), right to erasure (so-called right to be forgotten, Article 17), right to restriction of processing (Article 18), right to data portability (Article 20), and right to object (Article 21). To exercise your rights, you can contact the Controller at the email address personale@salami.it or using the contacts indicated at the beginning of this information.

6. RIGHT TO LODGE A COMPLAINT WITH A SUPERVISORY AUTHORITY

Pursuant to Article 13, paragraph 2, letter d), you are informed of the right to lodge a complaint with the Italian Data Protection Authority if you believe there has been a violation of your rights as a data subject or for issues related to the processing of your personal data..