

Subject: Information Notice regarding Curriculum Vitae (CV) processing pursuant to Art. 13 of Reg. 2016/679/EU

We hereby inform you that our company carries out the processing of your personal data. The processing is performed in compliance with the criteria established by the European General Data Protection Regulation (Reg. 2016/679/EU), Legislative Decree 196/03 as amended by Legislative Decree 101/18, and any other relevant provisions or authorizations from the competent Authority. According to the aforementioned legislation, the processing must be based on principles of correctness, lawfulness, transparency, and the protection of your privacy and rights.

1) The Data Controller is **TREBESCHI SPAZZOLE SRL**, in the person of its pro tempore legal representative **Ms. TREBESCHI PAOLA**, with registered office at Via Dell'Industria, 2 – 46040 Cavriana (MN), tel.: 0376/82345, e-mail: info@trebeschispazzole.it.

2) Purposes and Legal Basis: The data collected from you are used for personnel selection, evaluation, and recruitment purposes for our organizational structure. The legal bases for processing are found in the GDPR under:

- **Art. 6(1)(a):** "The data subject has given consent to the processing of his or her personal data for one or more specific purposes";
- **Art. 6(1)(b):** "Processing is necessary for the performance of a contract or for the execution of pre-contractual measures";
- **Art. 6(1)(f):** "Processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party."

The provision of data is **optional**; however, failure to send a CV will prevent the Controller from evaluating the candidate's profile. The data subject's consent is expressed through the purely voluntary submission of the CV via email, hand delivery, or through the "Work with Us" section of the website.

3) Communication: The collected data may be communicated to duly appointed external parties performing activities on behalf of the Data Controller, such as: HR consultancy firms for profile evaluation and screening, labor consultants, etc. Personal contact details (telephone, email, etc.) will be used by duly appointed internal personnel. Data transfer to non-EU third countries is not planned, and dissemination (e.g., social networks, websites, etc.) is not permitted. The Data Controller does not rely solely on automated processes to achieve the purposes of this notice and does not perform profiling.

4) Retention: The Controller will process personal data for the time necessary to fulfill the aforementioned purposes and, in any case, for no longer than **12/24 months** from the date of collection. After this period, the Controller or an appointee will proceed to delete the CV or anonymize the data.

5) Rights of the Data Subject: The data subject has the right to request access to their personal data, rectification, erasure, restriction of processing, or to object to the processing, as well as the right to data portability. Requests can be made via email, PEC (Certified Email), or registered mail with the subject: "**Request by the data subject**," specifying the right to be exercised (erasure, rectification, portability, right to be forgotten), along with a valid email/PEC address for the response. The Data Controller shall satisfy the request within 30 days of receipt. In complex cases, this period may be extended by an additional 30 days, subject to timely notification to the data subject. If you wish to assert your rights, you may lodge a complaint with the competent supervisory authority (**Garante Privacy**), located at Piazza Venezia n. 11, Rome, e-mail: garante@gpdp.it.

ACKNOWLEDGMENT

This information notice is provided to the data subject pursuant to Reg. 2016/679/EU and Art. 111-bis of Legislative Decree 196/03. The data subject declares to have read and understood the purposes of the processing.