

Information on the processing of personal data of candidates

Pursuant to articles 13 of the Legislative Decree 196/03 (hereafter "Code") and art. 13 and 14 of Regulation 2016/679 / EU (hereafter "GDPR") CO.Plasm srl (hereinafter "Owner") Via Provinciale La Santa, 7 - 23890 - Bevera di Barzago, in its capacity as "Data Controller", Informs you that your personal data collected for the purpose of personnel selection for CO.Plasm srl (as an employee, collaborator, internship, apprentice, etc.) will be treated in full compliance with applicable law, guaranteeing the fundamental rights and freedoms that They are recognized.

Origin and type of data processed

The processing of your personal data that are in principle directly provided by you (by e-mail, in paper format, by filling out the appropriate form on the company website, etc.), but may also come from third parties who have been assigned the selection activities (Society of head-hunting, sites specializing in recruitment, etc.) is performed by CO.PLAST Ltd. for the selection of potential candidates with which to establish a partnership in the form and manner of identified from time to time, in compliance with the obligations arising from applicable law. This treatment relates to:

- a) personal data, contact details, data on the training courses carried out (educational qualifications, training courses, etc.);
- b) data relating to previous professional experience, knowledge of foreign languages, as well as any further information useful for the evaluation of your CV including salary levels, etc.;
- c) data coming from public sources such as websites, social networks (to the data contained in its public profile of Facebook / LinkedIn, etc.), newspapers and magazines also specialized, scientific publications or other documents or writings published or otherwise freely available, sites specialized in favouring the meeting between the demand and the job offer.

Among the aforementioned data, the data that the current legislation considers as "particular" (sensitive data), that is data relating to criminal convictions and crimes (judicial data) may also be present.

The particular / sensitive data are (pursuant to Article 4. 1 letter d) of the Code and art. 9 c. 1 of the Regulations), for example, those suitable to reveal the state of health, maternity, injuries, incapacity, membership of a political party or a union, religious conviction, a state of disability. In the case of spontaneous application, any particular / sensitive data will be processed pursuant to art. 24 c1 lett. *i) bis* without the need for specific consent.

Legal basis and purpose of the processing

Your personal data, requested or acquired both before and during the selection activities, will be processed by the Data Controller for the following purposes:

- a) manage the evaluation of his CV;
- b) program and manage the selection interview (s) also in interactive or group mode;
- c) propose his candidacy to other companies belonging to CO.Plasm srl

These data are processed pursuant to art. 24 c. 1 lett. b) of the Code and art. 6 c.1 b) of the Regulations, even when sensitive, to carry out the evaluation of your candidacy, to evaluate your skills and abilities compared to the needs of CO.Plasm srl

All the criteria set by the Legislative Decree will also be adopted. 125/91 to guarantee non-discrimination between the sexes during the selection process.

Communication and dissemination

Your data may be disclosed to third parties such as external trusted companies operating, by way of example, in the personnel selection sector, in the assessment of skills and, recurring the need to structures operating in the health sector of which CO. Plasm srl uses, for technical and organizational reasons, for the management of your application; external professionals and companies connected and / or controlled by CO.Plasm srl, as well as companies, consortiums and / or other legal entities in

which CO.Plast srl participates as a member; company CO.PLAST Ltd. interested in establishing an employment relationship with you. These subjects, companies and professionals will process your data as independent owners or, when necessary, of duly appointed treatment managers by CO.Plast srl

Furthermore, due to the coordination and management role carried out by CO.Plast srl , your data may be processed, as part of the normal management of personnel selection, or by individual employees of the same, for the necessary organizational activities, administrative, financial and accounting procedures that may be carried out by each of these companies in favor of the others.

The obligation for the Data Controller to communicate the data to the competent Authorities remains the same, upon specific request of the same.

Transfer abroad

Your data are not, as a general rule, transferred outside the European Economic Area; if this is necessary for the management of the selection activities, the recipients of the data will be required to provide security and security obligations equivalent to those guaranteed by the Data Controller. In any case, only the data necessary for the achievement of the intended purposes will be communicated and, where required, the guarantees applicable to transfers of data to third countries will be applied.

Methods of treatment and storage times

Your data are collected and registered in a lawful and correct manner, for the pursuit of the above purposes and in compliance with the fundamental principles established by applicable law.

The processing of personal data can be done either through manual, computerized and telematic tools, but always under the supervision of technical and organizational measures suitable to ensure security and confidentiality, especially in order to reduce the risk of destruction or loss, even accidental , data, unauthorized access, or processing not allowed or not in accordance with the purposes of the collection.

Personal data will be processed by CO.Plast srl for the duration of the selection activities: in the case of spontaneous application the data will be stored for 12 months after which they will be deleted; in case of response from a selection initiated by CO.Plast srl the terms of conservation are those indicated in the prospectus and in any case will not exceed 24 from the closing of the selection; in any case you can request that your CV be kept for any subsequent needs that may arise in CO.Plast srl

Nature of the conferment and consent to the treatment

As indicated above, the provision of your data is mandatory, being necessary for the pursuit of the purposes referred to in paragraph 1. lett. a) and b) related to the selection of personnel. E 'instead optional Providing your personal data for the purposes of paragraph 1 letters. c) for which you can freely decide whether to give the specific consent that you can always revoke. If your CV contains special / sensitive data, their treatment is subject to consent that must be released in writing.

Your Rights

You can exercise at any time the rights that are recognized by law, including that:

- a) to access your personal data, obtaining evidence of the purposes pursued by the Owner, the categories of data involved, the recipients to whom they may be communicated, the applicable retention period, the existence of automated decision-making processes;
- b) to obtain without delay the correction of inaccurate personal data concerning you;
- c) to obtain, in the cases provided for, the deletion of your data;
- d) to obtain the limitation of the treatment or to oppose it, whenever possible;
- e) to request the portability of the data you have provided to CO.Plast srl , ie to receive them in a structured format, commonly used and readable by automatic device, also to transmit this data to another holder, without any impediment by CO.Plast srl same;
- f) to propose a complaint to the Authority for the Protection of Personal Data.



STAMPAGGIO MATERIA PLASTICHE - OFFICINA COSTRUZIONE STAMPI
INJECTION MOULDING – MOULD CONSTRUCTION



If you wish to request further information on the processing of your personal data or for the possible exercise of your rights, you can contact in writing CO.Plast srl

Data Controller

Data controller, pursuant to art. 4 of the Code and of the GDPR, is CO.Plast srl , Via Provinciale La Santa, 7 - 23890 - Bevera di Barzago (LC),
Tel. 031/860077 - Fax 031/861534
E-Mail: info@coplast.it

Best regards

The Data Controller
CO.Plast srl



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