PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA PURSUANT TO ART. 13 REG. (EU) 679/2016

At **Di Massa SRL** the protection of personal data is a very serious matter and, for this reason, we are constantly committed to guaranteeing respect for your *privacy*.

With this in mind, in this document we wish to provide you with some information regarding the processing of your personal data, how and why we collect it, and how we manage it.

We process your personal data when you visit our website; when you send us your application for employment; when you fill in the contact forms on the website to request a consultation or simply information about our products and services.

In any case, in compliance with Regulation (EU) 2016/679, we will process your data responsibly, in accordance with the principles of lawfulness, fairness and transparency, accuracy, purpose limitation, data minimisation and storage limitation, ensuring its integrity and confidentiality.

Having said this, pursuant to Art. 13 of Regulation (EU) 2016/679, we wish to provide you with some information regarding such processing.

<table>
<tr><th colspan="2">DATA CONTROLLER</th></tr>
<tr><td colspan="2">The data controller is Di Massa Srl (with registered office at Via D. Pesenti 78/1, Medole - MN – Tax Code and VAT No.: 02448980207), who can also be contacted at the ordinary e-mail address info@dimassasrl.com</td></tr>
<tr><th>PURPOSES OF PROCESSING</th><th>LEGAL BASIS and DATA RETENTION</th></tr>
<tr><td>Website browsing: We process your data to allow you to browse and consult our websites. The computer systems and software procedures required for the operation of the websites acquire, in the course of their normal operation, certain personal data whose transmission is implicit in the use of internet communication protocols. This category of data includes IP addresses, information about the device used to connect to the website, the URI/URL (Uniform Resource Identifier/Locator) addresses of the requested resources, the time of the request, the method used to submit the request to the server, the size of the file obtained in response, the numerical code indicating the status of the response given by the server (successful, error, etc.), other parameters relating to the user's operating system and/or computer environment, as well as other identifiers which, alone and/or</td><td>Processing takes place on the basis of Art. 6(1)(b) of EU Reg. 2016/679, as it is necessary for the performance of pre-contractual measures taken at your request or for the performance of a contract to which you are a party. As regards the processing relating to non-technical and non-necessary cookies, please refer to the specific cookie policy, noting that in this case processing takes place on the basis of Art. 6(1)(a) of EU Reg. 2016/679, as the consent of the data subject is required. The data thus collected will be processed for the period indicated in the cookie policy, to which full reference is made. You may, in any case, easily withdraw your consent by writing to the above e-mail address, or through the opt-out procedure on the cookie management banner.</td></tr>
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together with other information, may allow a natural person to be identified. This category also includes *cookies*, for which, however, please refer to the specific cookie policy.	
Contact forms: We process your data from the contact forms in order to respond to your specific request for information about our services. For this purpose, we will process the following personal data: first and last name, e-mail address and telephone number.	Processing takes place on the basis of Art. 6(1)(*b)* of EU Reg. 2016/679, as it is necessary for the performance of pre-contractual measures taken at your request or for the performance of a contract to which you are a party. The data will be retained for no longer than 60 days from receipt of the request.
Recruitment "Work with us": Processing is aimed at the process of selecting professionals to join the company's workforce and at assessing whether they match the profiles sought. This purpose includes both the CV screening phases and the actual selection and interview phases, as well as those necessary to formalise and finalise any employment contract. For this purpose, we will process the following personal data: identification and contact data, CV data, data relating to previous employment, and any special categories of data, such as health data, included in the CVs.	Processing takes place on the basis of Art. 6(1)(*b)* of EU Reg. 2016/679, as it is necessary for the fulfilment of obligations strictly connected with the possible hiring of personnel and for the management of the employment relationship, or for the performance of pre-contractual measures taken at your request. The processing of any special categories of data contained in CVs, such as health data, takes place on the basis of Art. 9(2)(b) and (h). The data thus collected will be processed for no longer than 24 months from the last contact.

PROVISION OF DATA

Where the legal basis is not consent, the provision of your personal data is necessary, as without it it would not be possible to follow up on the requested actions.

RECIPIENTS OF DATA

Depending on the purpose, the personal data provided may be disclosed to internal staff expressly authorised to carry out processing operations, as well as to IT service providers and/or consultants acting as data processors, and to public bodies in fulfilment of legal obligations. The list of recipients may be requested from the controller.

EXERCISE OF RIGHTS

At any time you have the right to obtain from the controller confirmation as to whether or not personal data concerning you are being processed and, where that is the case, access to your personal data and the following information:

- the purposes of the processing;

- the categories of personal data processed;
- the recipients or categories of recipients to whom the personal data have been or will be disclosed;
- the retention period or the criteria used to determine that period;
- the existence of automated decision-making, including profiling.

In addition, you may request:

- the rectification of your data, if inaccurate;
- erasure, in cases:
    I. where the personal data are no longer necessary in relation to the purposes for which they were collected and/or processed;
    II. of withdrawal of consent, provided there is no other legal ground for the processing;
    III. of objection pursuant to Art. 21(1) and (2) of the Regulation;
    IV. where it is necessary to comply with a legal obligation;
- restriction of processing where:
    I. you contest the accuracy of the personal data, for a period enabling the controller to verify their accuracy;
    II. the processing is unlawful and you oppose erasure, requesting the restriction of their use instead;
    III. the controller no longer needs them, but you require them for the establishment, exercise or defence of legal claims;
    IV. in the event of exercise of the right to object pursuant to Art. 21, pending verification by the controller of whether its legitimate grounds override yours;
- to receive, in a structured, commonly used and machine-readable format, the personal data processed by automated means on the basis of consent or a contract;
- that the data are not further processed for direct marketing purposes, by objecting pursuant to Art. 21(2) of the Regulation.

Finally, you have the right to lodge a complaint with the Italian Data Protection Authority (Garante per la protezione dei dati personali), located in Rome, Piazza Venezia no. 11, if you consider that the processing infringes the Regulation.