

## Information on the treatment of personal data

Information pursuant to art. 13 of European Regulation 679/2016 on the protection of personal data [GDPR])

In accordance with the requirements set by the General Regulation regarding the protection of personal data, holder of the treatment provides the interested party with the following information in relation to the processing of personal data carried out.

HOLDER OF THE TREATMENT	
Holder	Valuetech srl
Address	Piazza della Libertà 8 - 87036 Rende (CS) - ITALY
VAT CODE	IT03084840788
Contacts	
Privacy contact person	Administrative office (privacy@valuetech.it)
Security data officer	Not available
Co-holder of the treatment	<ul style="list-style-type: none"><li>No co-holder available</li></ul>

*If you intend to request further information on the processing of your personal data or for the possible exercise of your rights, you can contact the above-mentioned privacy contact in writing.*

CATEGORIES INCLUDED	
List of categories included	Candidates interested into a job position

TREATMENT CARRIED OUT	
Recruitment process	
Description	Recruitment, selection, check of references, evaluation of candidates and related activities

ORIGINE, FINALITA', BASE GIURIDICA E NATURA DEI DATI TRATTATI	
Sources	Data collected from the interested party
Purposes	1. Recruitment, selection, evaluation and monitoring of employees - Purpose of hiring, including check of references, in compliance with law. For the aforementioned purpose, the basis of legitimacy of the processing is specific consent of the interested party -art. 6.1.a of the GDPR- which is explicitly collected for: - Recruitment, selection, verification of references, evaluation of candidates and activities related.

	<p><b>MANDATORY CONSENT</b>          The information on processing and consent are not provided / collected in the event of receiving curriculums spontaneously sent by the interested parties for the purposes the possible establishment of an employment relationship. In these cases, these obligations are made at the time of any first contact after sending the curriculum. Consent is collected in paper or electronic form after showing the information on the processing of personal data normally during the first contact with the interested party and is valid for an indefinite period until revoked. For all subsequent contacts, therefore, consent will no longer be asked for the processing of the related data. Without prejudice to the above, this information together with the consent released, are effective with reference to the plurality of services provided also by each separate Operating Unit of the Owner.</p> <p>2. Personnel search - Purpose of research and placement of personnel.          For the aforementioned purpose, the basis of legitimacy of the processing is specific consent of the interested party -art. 6.1.a of the GDPR- which is explicitly collected for:</p> <ul style="list-style-type: none"> <li>- Sending the candidate's CV to customers or potential customers, in order to submit it to them attention and to verify the possibility of a placement in consultancy with them;</li> <li>- Data retention for future job opportunities;</li> <li>- Sending future job opportunities to the candidate via email, telephone, post and / or others communication method.</li> </ul> <p><b>OPTIONAL CONSENT</b>          Consent is collected in paper or electronic form after showing the information on the processing of personal data normally during the first contact with the interested party and is valid for an indefinite period until revoked. For all subsequent contacts, therefore, consent will no longer be asked for the processing of the related data. Without prejudice to the above, this information together with the consent released, are effective with reference to the plurality of services provided also by each separate Operating Unit of the Owner.</p>
<b>Legal basis</b>	For purposes 1, 2: Consent of the interested party
<b>Personal data processed</b>	Tax code and other personal identification numbers, Telephone contact, Residential address, E-mail address, Work (current, previous occupation, CV, etc.), name, address or other elements of personal identification, Gender m/f
The "particular" data (sensitive data) are those defined by articles 9 and 10 of Regulation 2016/679 / EU ("GDPR"). These data are processed, in compliance with the indications of the GDPR and in light of the General Authorizations issued by the Guarantor Authority for the protection of personal data..	
<b>Particular data processed</b>	-
<b>Legal basis art. 9</b>	

RECEIVERS O CATEGORIES OF RECEIVERS OF PERSONAL DATA	
<b>Categories of receivers</b>	The communication of your personal data, carried out on the legal bases provided for by art.6 of the 2016/679/EU Regulation, to the following third parties is provided
	Companies and organizations, Companies for job placement or training
	These entities, bodies, companies and professionals act as Data Processors appointed by Valuetech srl or are themselves Holders

	of the personal data transmitted to them..
<p>Your personal data, or the personal data of third parties in its ownership, may also be communicated to external companies, identified from time to time, to which Valuetech srl entrusts the execution of obligations deriving from the assignment received to which only the data will be transmitted necessary for the activities requested of them. All employees, consultants, temporary workers and / or any other "natural person" who, authorized for the processing, carry out their activity on the basis of the instructions received from Valuetech srl, pursuant to art. art. 29 of the GDPR, are designated "Data Processors" (hereinafter also "Persons in Charge"). Valuetech srl issues appropriate operating instructions to the Officers or Managers, possibly designated, with particular reference to the adoption and observance of security measures, in order to guarantee the confidentiality and security of the data. Precisely with reference to the aspects of protection of personal data, you are invited, pursuant to art. 33 of the GDPR to report to Valuetech srl any circumstances or events from which a potential "breach of personal data (data breach)" may arise in order to allow an immediate assessment and the adoption of any actions aimed at countering this event by sending a communication to Valuetech srl at the addresses indicated above. Valuetech srl's obligation to communicate data to Public Authorities on specific request remains valid.</p>	

TRANSFER ABROAD	
<b>Transfer to foreign countries (Extra EU) or to international organizations</b>	<ul style="list-style-type: none"> <li>• No transfer to foreign countries or to international organizations</li> </ul>
<p>The transfer of your personal data abroad can take place if it is necessary for the management of the assignment received. For the processing of information and data that will eventually be communicated to these subjects, the equivalent levels of protection adopted for the processing of personal data of their employees will be required. In any case, only the data necessary for the pursuit of the intended purposes will be communicated and the regulatory tools provided for in Chapter V of the GDPR will be applied.</p>	

METHODS, PROCESSING LOGICS AND STORAGE TIMES	
<b>Duration of the treatment</b>	The treatment will last no longer than necessary for the purposes for what data was collected.
<p>Your data are collected and recorded in a lawful and correct manner for the purposes indicated above in compliance with the principles and requirements of art. 5 c 1 of the GDPR.          The processing of personal data takes place using manual, IT and telematic tools with logic strictly related to the purposes themselves and, in any case, in order to guarantee their security and confidentiality.</p>	

PURPOSES OF COLLECTING DATA	
The processing of personal data will be carried out for the following purposes:	
<b>Purposes that <u>do not need</u> approval</b>	-
<b>Purposes that <u>need</u> approval</b>	<p>- Recruitment, selection, evaluation and monitoring of personnel - Purpose of hiring, including verification of references, in compliance with local law.          For the aforementioned purpose, the basis of legitimacy of the processing is specific consent of the interested party -art. 6.1.a of the GDPR- which is explicitly collected for:</p> <p>- Recruitment, selection, verification of references, evaluation of candidates and activities related</p> <p><b>MANDATORY CONSENT</b></p> <p>The information on processing and consent are not provided / collected in the event of receipt of resumes spontaneously sent by the interested parties for the purpose of the hypothetical</p>



	<p>establishment of an employment relationship. In these cases, these obligations are carried out at the time of any first contact following the sending of the curriculum. The consent is collected in paper or electronic form after showing the information on the processing of personal data normally during the first contact with the interested party and has an indefinite validity until revoked. For all subsequent contacts, therefore, consent will no longer be asked for the processing of the related data.</p> <p>Without prejudice to the foregoing, this information together with the consent given, are effective with reference to the plurality of services also provided by each distinct Operating Unit of the Data Controller.</p> <p>- Personnel search - Purpose of personnel search and placement.</p> <p>For the aforementioned purpose, the basis of legitimacy of the processing is the specific consent of the interested party -art. 6.1.a of the GDPR- which is explicitly collected for:</p> <ul style="list-style-type: none"> <li>- Sending the candidate's CV to customers or potential customers, in order to submit it to their attention and to verify the possibility of being consulted with them;</li> <li>- Data retention for future job opportunities;</li> <li>- Sending future job opportunities to the candidate via email, telephone, post and / or other communication methods.</li> </ul> <p>OPTIONAL CONSENT</p> <p>The consent is collected in paper or electronic form after showing the information on the processing of personal data normally during the first contact with the interested party and has an indefinite validity until revoked. For all subsequent contacts, therefore, consent will no longer be asked for the processing of the related data.</p> <p>Without prejudice to the foregoing, this information together with the consent given, are effective in reference to the plurality of services also provided by each distinct Operating Unit of the Holder.</p>
	<p>Only with your explicit consent to be shown at the bottom of this information, the data, the purposes of which require consent, will be processed. The provision of data is however optional and will not cause prejudice in relation to the contractual relationship in place with the Holder</p>
<p>Your consent is not required for the data collected and used for needs related to the execution of activities related to the contractual relationship and compliance with the legal obligations indicated. Failure to communicate the personal data referred to above will make it impossible to follow up on the relationship in question. For the data collected and used for the legitimate interest of the Data Controller, your consent is not required (letter f, art.6, of the GDPR). The communication of the personal data referred to above is optional but necessary for the execution of the services offered by the Data Controller. Any refusal to communicate these data will make it impossible to provide all or part of the requested services.</p>	

<b>RIGHTS OF INTERESTED PARTIES</b> (Arts. from 15 to 22 of GDPR)	
<b>Right to access</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR of request the holder to access their personal data.
<b>Right to update</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR of request the holder to update their personal data
<b>Right to delete</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR of request the holer to delete their personal data.
<b>Right of limit</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR of request the holder to limit their personal data
<b>Right of opposition</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR to object the treatment of their personal data

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Tel. 0984846556  
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<b>Right of portability</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR, of portability of their personal data
<b>Right of revocation</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR to revoke the consent about their personal data
<b>Right of complaint</b>	The interested party has the right, according to the provisions of articles from 15 to 22 of the GDPR to complain to the supervisory authority.

AUTHOMATIZED PROCESS	
<b>Does an authomatized process exist?</b>	NO
<b>Authomatized processes or methods to profile data</b>	-
<b>Legal basis</b>	-

*The Holder of the treatment reserves the right to make any changes deemed appropriate or made mandatory by current regulations to this disclosure on the processing of personal data, at its sole discretion and at any time. On such occasions, users will be appropriately informed of the changes.*

The holder of the treatment

Valuetech srl

08/01/2019

