

## LUDOVICI PICCONE & PARTNERS

### INFORMATION ON THE PROCESSING OF PERSONAL DATA ACCORDING TO THE GDPR - REGULATION (EU) 2016/679 UPON SUBMISSION OF CURRICULUM VITAE THROUGH THE WEBSITE [WWW.LUDOVICIANDPARTNERS.COM](http://WWW.LUDOVICIANDPARTNERS.COM)

Dear User,

sending your submission and curriculum vitae through the "Career" section of the website [www.ludoviciandpartners.com](http://www.ludoviciandpartners.com) you are giving your consent to the processing of the data by Ludovici Piccone & Partners.

Pursuant to article 13 of EU Regulation no. 679/2016 on personal data protection (hereafter "**Regulation**"), please find below our privacy policy. This statement explains the methods and purposes of personal data processing held by Ludovici Piccone & Partners, as the data controller (hereinafter referred to as "**Data Controller**" or the "**Firm**"), as well as any additional information required by law, including information on the rights of the data subject and the related exercise thereof.

#### 1 PURPOSES OF PROCESSING AND LEGAL BASIS

Following the entry of your personal data (hereinafter, the "**Personal Data**") in the appropriate form, the controller will process them in order to transmit your résumé to the Firm, and submit to open searches.

The Firm's processing does not involve any automated decision-making procedure.

The Data will be processed in accordance with the principles of fairness, lawfulness and transparency, and in compliance with the rules on confidentiality and security.

For the mentioned data processing fulfilments and pursuant to law, Data Controller could become aware of personal data considered as particular pursuant to the Regulation.

#### 2 PROCESSING AND STORAGE MODES

Pursuant to art. 5 of the Regulation, Personal Data under Processing are:

- (i) processed lawfully, correctly and transparently as regards the Data Subject;
- (ii) collected and registered for specified, explicit and legitimate purposes, and subsequently processed in a way compatible with such purposes;
- (iii) adequate, relevant and limited to that required for their processing purposes (so-called "data minimisation");
- (iv) accurate and, where necessary, kept up to date;
- (v) processed in a way to ensure their adequate security through appropriate technical and organisational measures, to avoid unauthorised or unlawful processing and loss, destruction or accidental damage, ensuring data integrity and confidentiality;

Personal Data shall be processed by the Data Controller with automated and non-automated tools; the electronic storage of Personal Data takes place in secure servers located in areas with controlled and restricted access.

Where needed and subject to the purposes required, also your particular data shall be processed. The data will be processed with tools to ensure logical security and data privacy.

#### 3 PROVISION OF PERSONAL DATA

The provision of Personal Data for the purposes referred to paragraph 1 is mandatory and any failure to do so by the Data Subject prevents the Firm from submitting communications containing information on Ludovici Piccone & Partners regarding recruitment activities.

#### 4 RETAINING PERSONAL DATA

Personal Data shall be retained for 24 months.

At the end of the 24 months the Firma will provide for the elimination of the personal data and

the curriculum vitae

## **5 DISCLOSURE AND DISSEMINATION OF PERSONAL DATA**

Personal Data shall be accessible to Data Processors and external collaborators, appointed as data processors pursuant to article 28 of the Regulations.

Personal Data shall not be subject to any dissemination.

## **6 TRANSFER AND PROCESSING OF PERSONAL DATA TO FOREIGN COUNTRIES**

Personal Data may be transferred and/or processed by entities belonging to EU countries and to countries outside the European Union for the purposes of paragraph 1. In case of transfer of the Personal Data outside the European Union, in the absence of an appropriateness decision by the European Commission, the provisions of the applicable legislation regarding the transfer of Personal Data to third countries outside the European Union shall still be respected.

## **7 RIGHTS OF DATA SUBJECTS**

Pursuant to articles 15 to 21 of the Regulation, the Data Subject may be able to access Personal Data at any time to correct, delete and, more generally, exercise all rights that are expressly recognised in accordance with applicable legislation of protection of Personal Data.

In particular: the right to obtain confirmation of the existence or not of the Personal Data and their communication in an intelligible form, to know the origin, purposes and methods of Processing; the right to obtain details on the recipients or categories of recipients to whom Personal Data may be communicated; the right to verify the accuracy of Personal Data or request its supplement, update, or correction; the right to request the cancellation, transformation into anonymous form, or blocking of the Personal Data processed in violation of the law, as well as their limitation under the law, and to oppose in any case, in whole or in part, for legitimate reasons to their Processing; the right to the portability of Personal Data, as well as the right to raise a complaint, a report or an appeal to the Guarantor for the protection of personal data, where appropriate.

Pursuant to art.7, paragraph 3 of the Regulation, Data Subjects shall be entitled to revoke their consent to the processing of Personal Data at any time, without prejudice, however, to the lawfulness of the Processing implemented by the Data Controller on the basis of consent given prior to revocation.

## **8 DATA CONTROLLER**

The Data Controller is Ludovici Piccone & Partners, with headquarters in Milan, via Sant'Andrea n. 19 - e-mail: [ludoviciandpartners@Lptax.it](mailto:ludoviciandpartners@Lptax.it).

## **9 COMMUNICATIONS AND EXERCISE OF THE RIGHTS OF DATA SUBJECTS**

For any communication and the exercise of the rights referred to in paragraph 7 of this statement, the Data Subject can contact at any time the Data Controller specified in point 9, by sending an e-mail to [ludoviciandpartners@Lptax.it](mailto:ludoviciandpartners@Lptax.it)