

## **Information on the processing of personal data of Candidates ex art. 13 Regulation (EU) 2016/679**

### **Data Controller**

We inform you that, pursuant to Regulation (EU) 679/2016 ("Regulation"), your Personal Data will be processed by BTS Biogas s.r.l., with registered office in Brunico (BZ), Via San Lorenzo 34, as data controller ("Owner").

### **Types of data subject to processing**

The Data Controller will process the data that fall under the definition set forth in art. 4(1) of the Regulations, collected during the recruitment and selection of personnel, including, by way of example but not limited to, name, surname, mobile phone number, state of health, religious beliefs, possibly personal data relating to criminal convictions or crimes, hereinafter referred to as "**Personal Data**". Personal Data may also include particular data as per art. 9(1) of the Regulation ("**Special Data**")<sup>1</sup>.

### **Purpose and legal basis of the processing**

The processing of your Personal Data is carried out for the purposes of recruitment and selection of personnel and activities closely related to the same (e.g. planning of activities, internal control services).

Your Personal Data will be processed for this purpose on the basis of the provisions of Articles 6(1)(b)<sup>2</sup> and 9(2)(a)<sup>3</sup> of the Regulations.

Your Personal Data may also be collected from third parties. In this case, we will proceed promptly to provide you with the information referred to in art. 14 of the Regulation.

### **Optional nature of the provision of Personal Data**

The provision of your Personal Data is not compulsory, however, failure to provide it will not allow the Owner to perform the checks required by current internal procedures and, as a result, it will be impossible to carry out the activities deemed necessary by the Owner for the purposes of personnel selection.

### **Scope of communication and dissemination of Personal Data**

The processing of your Personal Data is carried out by:

- Individuals authorised by the Data Controller subject to the signing of a specific confidentiality agreement (e.g. employees of the Personnel/Administration department, system administrators);
- Data processors (as defined in art. 4(1)(8) of the Regulations) who carry out on behalf of the Data Controller activities related to the aforementioned processing purposes (e.g. any recruiting companies, providers of technological services).

Your Personal Data will not be transferred by the Owner outside the European Union.

---

<sup>1</sup> definition of special data in accordance with Article 9(1) of the Regulation: "personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs or trade union membership [omission], genetic data, biometric data intended to uniquely identify a natural person, data concerning the health or sex life or sexual orientation of the person".

<sup>2</sup> Article 6(1)(b) of the Regulation: "processing is necessary for the performance of a contract to which the data subject is a party or for the performance of pre-contractual measures at the request of the data subject".

<sup>3</sup> Article 9(2)(a) of the Regulation: "the data subject has given his or her explicit consent to the processing of such data for one or more specific purposes".

**Your rights under Articles 15 and following Of the Regulation**

The Regulation recognize several rights that we invite you to consider carefully, including:

- a) To have access to your Personal Data, to obtain the rectification or cancellation of the same or to oppose their processing;
- b) Request the limitation of the treatment in the cases provided for by art. 18 of the Regulation;
- c) Receive your Personal Data in a structured format, commonly used and readable by automatic device in the cases provided for by art. 20 of the Regulations;
- d) Complaint to the competent supervisory authority (Guarantor for the Protection of Personal Data) pursuant to art. 77 of the Regulations if you believe that the processing of data concerning you is in violation of the Regulations.

In relation to the processing of Special Data, the Regulation recognizes the right to revoke at any time the consent given pursuant to art. 9(2)(a) of the Regulation, without however affecting the lawfulness of the processing based on the consent given before revocation.

Requests must be addressed in writing to the Data Controller at the following address: [privacy@bts-biogas.com](mailto:privacy@bts-biogas.com).

**Period of retention of Personal Data**

Your Personal Data will be kept for the time necessary for the aforementioned purposes of personnel selection and recruitment, and in any case, will not be kept for a period of time exceeding 6 months. The Data Controller may contact the candidate shortly before the indicated deadline to request an extension of this retention period.

Read and understood the information pursuant to art. 13 of the Regulations.

Date and signature of the candidate

\_\_\_\_\_.\_\_\_\_\_.\_\_\_\_\_

The candidate

**grants consent**

**denies consent**

the processing of your **Personal Data** by the Data Controller for the following purposes: Recruitment and selection of personnel and activities closely related to the same (e.g. planning of activities, internal control services).

Date and signature of the candidate

\_\_\_\_\_.\_\_\_\_\_.\_\_\_\_\_