

**POLICY STATEMENT PURSUANT TO ARTICLES No. 13 - 14 of the EU Reg. No. 2016/679
FOR THE PROCESSING OF JOB APPLICANTS' PERSONAL DATA**

FONDAZIONE AVSI ONLUS-ONG, with registered office in Via Padre Vicinio da Sarsina 216 - 47521. Cesena - tax ID no. 81017180407 (from now on "Data Controller"), in person of its temporary legal representative, as **DATA CONTROLLER** informs you in accordance with articles no. 13 and 14 of the EU Regulation no. 2016/679 (from now on "GDPR") that the data provided by you will be processed through the following methods and with the following purposes

1. Subject-matter of the processing

The Data Controller, to establish and manage its ongoing relations with you, processes:

- your personal, identifying and contact details (e.g. name, surname, company name, address, telephone number, e-mail, etc);
- where communicated, your health data (e.g. belonging to protected categories);
- where necessary and where present, your judicial data (pending charges, criminal convictions that have become final, security measures);

Judicial data, relating to pending charges, criminal convictions that have become final and any security measures are processed in accordance with Legislative Decree no. 2014/39, which requires the employer who intends to employ a collaborator/employee/volunteer for professional structured activities involving direct and continuous contact with minors to request the data subject's criminal record certificate, in order to verify the existence of criminal convictions for any of the offences referred to in articles 600-bis, 600-ter, 600-quater, 600-quinquies and 609-undecies of the criminal code, i.e. all the offences of pornography, prostitution, solicitation and violence against children.

2. Objectives of the processing and legal basis

- a) Pursuant to article 111-bis of the Legislative Decree no. 2003/196, within the limits of the purposes referred to in Article 6, paragraph 1, letter b) of the Regulation, consent to the processing of personal data on curricula vita is not required.
- b) Your particular personal data, which may be provided at the time of the interview, are processed without prior explicit consent in light of the Provision of the Data Protection Authority no. 146 of 5 June 2019.

3. Nature of the provision of data and consequences of refusal to respond

The provision of data for the purposes referred to in points 2.a) and 2.b) is necessary for the execution of pre-contractual measures taken at the request of the Interested party. Without such data, an assessment of the application cannot be made.

4. Processing methods

The processing of your personal data is carried out through the methods specified in article 4 no. 2) GDPR, namely: collection, recording, organization, structuring, storage, adaptation or modification, extraction, consultation, use, communication, limitation, deletion and destruction of data. Your personal data are subjected to both paper and electronic processing.

The processing is carried out by authorized persons and employees within the scope of their functions and in accordance with the instructions received, always and only for the intended purposes, scrupulously adhering to the principles of confidentiality and security required by the applicable rules and regulations

5. Access to data, communication and dissemination

Your data may be made accessible for the purposes referred to in point 2:

- To the employees and collaborators of the Data Controller in their capacity as data processors and/or system administrators;
- To third-party companies or other subjects (indicatively: consultants and freelancers, also in associated form; etc.) that carry out outsourcing activities on behalf of the Data Controller, in their capacity as external data processors.

Your personal data will not be disclosed.

6. Data transfer

We inform you that we generally try to avoid data transfers outside the European Union. It is in any case understood that the Data Controller, if necessary, will have the right to transfer the data to non-EU countries. In this case, the Data Controller already ensures that the transfer of data outside the EU will be in accordance to the applicable legal provisions and that, if necessary, it will stipulate agreements, which will ensure an adequate level of protection and/or adopt the standard contractual clauses provided by the European Commission and/or the binding rules of the company.

7. Data retention

All personal data provided will be processed in compliance with the principles of lawfulness, correctness, relevance and proportionality, only with the strictly necessary methods (including electronic and computerized) to pursue the objectives described above.

Personal data will be stored until the business purposes they were collected for are completed and for as long as it is required by the legal regulations that impose retention obligations. In the event of a deletion request by the data subject, data related to the legitimate interest of the Data Controller or necessary for the fulfillment of legal obligations may still be stored. It should be noted that the information systems used to manage the collected data are configured, from the outset, in order to minimize the use of personal data.

8. Rights of the data subject

Pursuant to articles no. 15 to 22 of the EU Reg. No. 2016/679, the Interested party is given the opportunity to exercise specific rights. In particular, the Interested party has the right to: **a)** obtain confirmation of the existence of the processing of personal data concerning them and, in that case, the access to such data; **b)** obtain the correction of any inaccurate personal data and the integration of incomplete

personal data; **(c)** obtain the deletion of personal data that concern them, in cases where this is permitted by the Regulation; **(d)** the limitation of the processing, in the cases provided for by the Regulation; **(e)** obtain the communication, to the recipient of personal data, of the requests for correction/deletion of personal data and for the limitation of the processing received by the Interested party, unless this proves impossible or involves a disproportionate effort; **(f)** receive, in a structured format, of common use and readable by automatic devices, personal data provided to the Data Controller, as well as the transmission of these to another Data Controller, at any time, including in the case of termination of the relationship, which may have been entertained with the Data Controller; **(g)** oppose, at any time, for reasons related to their particular situation, the processing of personal data pursuant to article 6, paragraph 1, letters e) or f), including profiling based on these provisions. If personal data are processed for purposes of direct marketing, the data subject has the right to object at any time to the processing of personal data concerning them carried out for such purposes, including profiling if related to direct marketing; **(h)** not be subjected to a decision based solely on automated processing, including profiling, that would produce legal consequences concerning the data subject or that would, in a similar way, significantly affect their person; **(i)** lodge a complaint with a supervisory authority pursuant to article no. 77.

9. Procedures for exercising your rights

You can exercise your rights at any time by contacting Fondazione AVSI, with registered office in Cesena, via Padre Vicinio Da Sarsina, 216, Tel. no. 0547/360811; fax 0547 611290; e-mail: dpo@avsi.org;

10. External managers and representatives

The updated list of external data processors and representatives is kept at the registered office of the Data Controller.

11. Data Protection Officer

Pursuant to artt. 3 e 27 of the EU Reg. No. 2016/679, informs you that the Data Controller has nominated as DATA PROTECTION OFFICER (DPO) the company named CONSULENTI PRIVACY SRL, with registered office in Via Valentini n. 11, 47922 Rimini (RN) C.F. and VAT N. IVA 04391970409, Tel. 0541 1798723, E-mail info@iconsulentiprivacy.it, PEC consulentiprivacy@postaleg.it - DPO address for FONDAZIONE AVSI ONLUS – ONG: dpo@avsi.org

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