



EXPRESSGLOBAL
INTERNATIONAL FREIGHT FORWARDER



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INFORMATION

pursuant to Article 13, Regulation (EU) 2016/679 ("GDPR") and Legislative Decree no. 196/2003 as amended.

1. DATA CONTROLLER

Express srl with registered office in Via A.De Gasperi 55 Naples, in the person of its *pro tempore* legal representative, is the data controller of your personal data (the "**Data Controller**" or "**Express srl**").

2. DEFINITION OF PERSONAL DATA AND INFORMATION RELATING TO PROCESSING ACTIVITIES

Under the GDPR, personal data means: *"any information relating to an identified or identifiable natural person; an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person"* (the "**Data**").

The GDPR also defines the particular categories of personal data, i.e. *"personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, as well as processing genetic data, biometric data for the purpose of uniquely identifying a natural person, data relating to health or a person's sex life or sexual orientation"* (the "**Sensitive Data**").

As part of the selection process, **Express srl** processes the Data contained in your *curriculum vitae* and, in particular:

- ❖ name and surname;
- ❖ date and place of birth;
- ❖ residential address;

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- ❖ contact details, such as telephone number and email address;
- ❖ educational qualifications, work experience.

In the evaluation phase of the applications, **Express srl** has no interest in acquiring your Sensitive Data. For this reason, the Data Controller asks you not to provide the same.

The provision of your Data is entirely voluntary; however, in the event of refusal to provide the Data, it will be impossible for the Data Controller to evaluate your application.

The legal basis for the processing of your Data is the execution of the contract and, in particular, the taking charge of the offer of work performance.

3. PURPOSE OF THE PROCESSING

Your Data will be processed by **Express srl** in order to assess the suitability of your application with respect to open job positions within the company (**possibly to be indicated** --> or at other companies belonging to the Group).

4. COMMUNICATION OF DATA TO SUBJECTS LOCATED IN THE EU TERRITORY

The Data Controller may communicate your Data to subjects it uses to carry out activities related to the selection of personnel.

In particular, in order to achieve the purposes described in paragraph 3 above, as an integral part of the processing activities, your Data may be communicated to external companies that offer **Express srl** IT and administrative services or, where appropriate, to agencies that provide personnel assessment and selection services or to external consultants who will process your Data as Data Processors.

The list of Data Processors is updated by Express srl and is available from the same for consultation.

- The Data Controller may also communicate your Data, in addition to the subjects to whom the communication is due by virtue of legal obligations, to Public Administrations and other

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Group companies located within the European Union.

or

- The Data Controller may also communicate your Data, as well as to the subjects to whom the communication is due by virtue of legal obligations, to Public Administrations.

No form of dissemination of your personal data to unspecified parties is envisaged.

5. TRANSFER OF DATA OUTSIDE THE EUROPEAN UNION

In addition, your Data may be transferred by the Data Controller to other *legal entities* belonging to the Group potentially interested in your job offer or professional profile.

Such transfer, where appropriate, will be governed with the Group companies through the use of binding corporate rules or, alternatively, on the basis of standard contractual clauses adopted by the European Commission, an adequacy decision by the Commission and/or any other instrument permitted by the relevant legislation.

You can obtain information on the place to which your Data has been transferred by writing to info@expressglobal.com

RETENTION PERIOD

The Data Controller will process your Data for 12 months following receipt of your *curriculum vitae*; after that they will be permanently deleted.

6. YOUR RIGHTS AS A DATA SUBJECT

During the period in which **Express srl** is in possession or carries out the processing of the personal data referred to above, you, as a data subject, may, at any time, exercise the following rights:

- Right of access – you have the right to obtain confirmation as to whether or not your Data is being processed, as well as the right to receive any information relating to the same

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processing;

- Right to rectification – you have the right to obtain the rectification of the Data we hold about you, if it is incomplete or inaccurate;
- Right to erasure – in certain circumstances, you have the right to obtain the erasure of your Data in our records;
- Right to restriction of processing – under certain conditions, you have the right to obtain the restriction of processing concerning your Data;
- Right to portability – you have the right to obtain the transfer of your Data in our possession to a different Data Controller;
- Right to object – You have the right to object, at any time on grounds relating to your particular situation, to the processing of Data concerning you carried out on the basis of legitimate interest or the performance of a task carried out in the public interest or in the exercise of official authority, including profiling, unless there are legitimate grounds for the Data Controller to continue the processing which override the interests, on the rights and freedoms of the data subject or for the establishment, exercise or defence of a right in court;
- Right to withdraw consent – You have the right to withdraw consent to the processing of your Data at any time, without prejudice to the lawfulness of processing based on consent before its withdrawal;
- Right to lodge a complaint with the Supervisory Authority – in the event that **Express srl** refuses to comply with your requests for access, the reasons for the refusal will be provided. Where applicable, you have the right to lodge a complaint as described in paragraph 8 below.

Such requests may be addressed to Express srl exclusively at the following e-mail address info@expressglobal.com

COMPLAINTS

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If you wish to lodge a complaint regarding the ways in which your Data are processed by ***Express srl***, or regarding the management of a complaint you have proposed, you have the right to submit a request directly to the Supervisory Authority.

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