










**INFORMATION NOTICE REGARDING THE PROCESSING OF CLIENTS' PERSONAL DATA
IN ACCORDANCE WITH ARTT. 13 AND 14 OF REGULATION (UE) 2016/679 ("GDPR")**

 <p>Data Controller</p> <p>The data provided are processed by Saipem S.p.A., Via Luigi Russolo, 5 20138 Milan - Italy. E-mail address: privacy@saipem.com ("Company" or "Controller")</p>	 <p>Data Protection Officer (DPO)</p> <p>The DPO can be contacted at: dpo@saipem.com</p>		
 <p>Personal Data Processed and source of data</p> <p>Please note that all the personal data provided will be processed in accordance with current legislation on privacy. Therefore, the Company undertakes to process said data in accordance with the principles of fairness, lawfulness and transparency, in compliance with the purposes set out below, collecting said data only for specified and necessary purposes. Only authorised and properly trained personnel will be allowed to use said data in order to guarantee the necessary confidentiality of the information provided.</p> <p>In particular, the Company will collect, record, consult and generally process the personal data of the employees and advisors of the Client with whom the Company intends to enter into the agreement. Specifically, the personal data processed by the Controller will be the common data (e.g. name, surname, telephone number or e-mail).</p> <p>Personal data may also be collected from public open sources.</p>			
 <p>Purposes of the processing</p>	 <p>Legal basis of the processing</p>	 <p>Retention period of data</p>	
<p>1. Performance of activities preliminary to the establishment of the contractual relationship with the Client.</p>	<p>The lawfulness of processing for common data is the execution of pre-contractual measures.</p>	<p>Personal data will be stored for a maximum of 10 years after concluding the completion of the agreement, except for the need to extend the retention period for the duration of any legal disputes until completion of the terms of implementation outlined in legal remedies.</p>	
<p>2. Management of the contractual relationship with the Client.</p>	<p>The lawfulness of processing for common data is the execution of contractual measures to which the data subject is a party.</p>		
<p>3. Fulfilment of legal obligations.</p>	<p>The processing for the common data is necessary for compliance with a legal obligation to which the Controller is subject.</p>		
<p>4. Improving the commercial appeal of the Company through the use of CRM.</p>	<p>The lawfulness of processing for common data is the legitimate interest of the Data Controller.</p>	<p>Personal data will be kept for 15 years.</p>	
<p>5. Data mining activities to improve work processes.</p>	<p>The lawfulness of processing for common data is the legitimate interest of the Data Controller in</p>	<p>Personal data will be kept only as long as strictly necessary to fulfill the purpose.</p>	

	optimising operational processes according to a data-driven logic.	
6. To assert or defend a right of the Company in court or in arbitration and conciliation procedures in the cases provided for by law, by European Union law, where necessary.	The processing for the common data is necessary for the purposes of the legitimate interests pursued by the Controller.	For the duration of any legal disputes until completion of the terms of implementation outlined in legal remedies.
Once the retention period has elapsed the data will be destroyed or made anonymous compatibly with technical erasure and backup procedures.		
 Way of processing and provision of data <p>The processing will be carried out in digital and/or traditional form, with methods and tools aimed at ensuring maximum security and confidentiality, by persons specifically appointed for this purpose.</p> <p>The processing of the aforementioned data is necessary for managing the above purposes; therefore, refusing to allow processing will make it impossible to establish an agreement.</p>		
 Recipients and data transfer <p>The Company - without needing specific consent - may communicate personal data to other subjects, the categories of which are described in detail below, for example:</p> <ul style="list-style-type: none"> ▪ Saipem Group companies, even if not located in the EU (based on the adequacy decisions by the European Commission or on the basis of standard contractual clauses), in order to carry out contract management activities; ▪ Third parties (by way of indication, companies providing IT services), including those located outside the EU, who carry out outsourcing activities on behalf of the Controller, in their capacity as data processors. The transfer of data to countries outside the EU is guaranteed by the adequacy decisions of the European Commission or on the basis of standard contractual clauses; ▪ Judicial authorities, as well as those subjects to whom communication is required by law. These subjects will process the data in their capacity as independent Data Controllers. <p>Your data will not be subject to disclosure.</p>	 Data Subjects rights <p>Data Subjects have the right to ask the Controller for access to their personal data, rectification, deletion or portability of their personal data, integration of incomplete personal data, limitation of processing in the cases provided for by art. 18 GDPR, as well as the right to object to processing for reasons related to their particular situation, in cases of legitimate interest of the Data Controller. In addition, where applicable, Data Subjects may revoke their consent at any time.</p> <p>These rights can be exercised at any time, against the Controller, by sending a specific request in writing to the e-mail addresses dpo@saipem.com or privacy@saipem.com.</p> <p>Data Subjects have also the right to lodge a complaint to the competent Supervisory Authority and to use other means of protection provided by applicable law.</p>	