

SAIPEM S.P.A. Via Martiri di Cefalonia, 67 20097 San Donato Milanese Milano - Italia

INFORMATION NOTICE REGARDING THE PROCESSING OF DIRECTORS CANDIDATES' PERSONAL DATA IN ACCORDANCE WITH ART. 13 OF REGULATION (UE) 2016/679 ("GDPR")



Data Controller

The data provided are processed by **Saipem S.p.A.**, Via Martiri di Cefalonia, 67 20097 San Donato Milanese, Milan - Italy. E-mail address: privacy@saipem.com ("**Company**" or "**Controller**")



Data Protection Officer (DPO)

The DPO can be contacted at: dpo@saipem.com



Personal Data Processed

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.

In particular, the Company will collect, record, consult and generally process the personal and identification data such as name, surname, address, telephone, e-mail, as well as your declaration that you meet the requirements of integrity, professionalism and independence provided in your application for the position of Saipem S.p.A. Director.



Purposes and legal basis of the processing

- Assessment of the application for the position of Director of the Company.
- 2. Publication of your application on the Company website.

The lawfulness of the processing for the purposes abovementioned is based on the need to comply with the legal obligations to which the Controller is subject.

3. 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 lawfulness of processing is the legitimate interest of the Data Controller.



Retention period of data

The Company will retain the data for 10 years since the end of the evaluation process, 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.

Once the aforementioned 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

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.

The provision of personal data is necessary to assess the suitability of your candidacy for the role of Director. A refusal to provide personal data will make it impossible to evaluate your candidacy and, consequently, to assign you the role.



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Recipients and data transfer

The Company - without needing specific consent - may communicate personal data to other subjects, the categories of which are described in detail below, for example:

- 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 model clauses), in order to carry out the activities required by the application process;
- Third parties (by way of indication, consultants, companies providing IT services, etc.), including those not present within 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 model 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.



Data Subjects rights

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.

These rights can be exercised at any time, against the Controller, by sending a specific request in writing to the e-mail addresses <u>privacy@saipem.com</u> or <u>dpo@saipem.com</u>

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.

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