



Dear Visitor, before proceeding with the processing of your data, please read the Privacy notice provided by Saipem Spa (hereinafter "the Company"), necessary for the protection of your personal data, as required by privacy legislation.

The information below will be useful to help you understand:

- who will process your data and how to contact them;
- how your data will be analysed and for what reason.



Useful contacts

Saipem Spa is the Company that processes your data and for the purposes of the law, is the **Data Controller**. In this capacity it is responsible for ensuring the application of necessary and adequate organisational and technical measures to protect your data. The Company is based in Via Martiri di Cefalonia, 67 20097 San Donato Milanese, Milano – Italia. E-mail: privacy@saipem.com.

Additionally, the Company has appointed a **Data Protection Officer** (DPO) who will be responsible for ensuring compliance with the rules for protecting your Privacy and who can be contacted for matters concerning personal data processing, at the following e-mail address: DPO@saipem.com. You can find more information about your rights in the "Your rights" section.



Information on data processing

Please note that all the personal data provided by you 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 the use of said data in order to guarantee the necessary confidentiality of the information provided.

Please be informed that your data may be registered or recorded by video surveillance system, which may also be used as evidence pursuant to current regulations, to allow for managing access to Saipem sites and offices and related areas in order to protect company personnel and assets from attacks, theft, kidnapping, damage, vandalism and, in any case, from any fraudulent or culpable actions or events, capable of causing damage, both actual or potential, to human resources and to the company's material and immaterial

assets as well as for fire prevention or workplace safety. The lawfulness of processing is based on legitimate interest;

The equipment used can also be "intelligent", in other words it is able to automatically detect behaviour or anomalous events, to report them and if necessary, to record them. The presence of detection systems is posted on specific signs, as instructed by the Data Protection Authority, as shown below.



Retention period of personal data

In accordance with the provisions of the law, the data will be retained for a period of 7 days, after which, the data will be deleted permanently.

A longer period may be provided for, only in response to a request by the judicial authority or by the delegated body in relation to ongoing investigations.

Transfer and access to your data

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

- Saipem Group companies, in their capacity as data processors, 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 personnel management and control activities;
- Judicial authorities.

Data will not be transferred to third parties.



Your rights

With reference to the data processed, the Company guarantees that you have the right:

- to receive confirmation of the existence of your personal data and to receiving it in an intelligible form.
- to obtain the updating, rectification or integration of your data;
- to request the deletion of your data, within the terms permitted by law, or request the pseudonymisation of your data;
- to object, in whole or in part, for legitimate reasons, to the processing of your personal data;
- to restrict the processing, in case of violation, request for rectification or opposition;
- to request the portability of electronically processed data, provided on the basis of consent or contract;
- to withdraw consent for the processing of your data, if required.

For this purpose, the Company has provided a specific section on the website where you can download the necessary forms. Alternatively, you may request the forms by sending an email to the following address: privacy@saipem.com to submit your requests free of charge.

Please be informed that the Company shall undertake to respond to your requests within one month, except in cases of particular complexity, so it may take up to 3 months. In any case, the Company will notify you of any delay within one month of your request.

You will receive your reply in writing or digitally. Should you request the rectification, the cancellation and the limitation of data processing, the Company undertakes to notify each recipient of your data of your request, unless this proves to be impossible or involves a disproportionate effort.

Please remember that the withdrawal of consent, if the lawfulness of processing was based on consent, does not affect the lawfulness of the processing, before revocation of consent.

Please be advised that you may be asked for payment, if your applications are manifestly unfounded, excessive or repetitive; to this end, the Company keeps a register to track your requests for action.

Finally, you have the right to lodge a complaint to the competent Supervisory Authority.