

PRIVACY POLICY

[www.4science.com](http://www.4science.com)

According to EU regulation 2016/679 General data protection regulation (GDPR) and Legislative Decree 196/2003 “Privacy Code” 4Science (the Controller) (Tax and VAT Number: 02451840397), with legal headquarters in Milan (MI) via A. Papa 30 is obliged to supply precise information on the processing of personal data and on the rights of users of the [www.4science.it](http://www.4science.it) and [.com](http://www.4science.com) websites that the company owns.

Please read this policy carefully so you can knowingly express your consent to the processing of your data for the purpose and in the manners indicated below.

**1. The Controller - DPO**

The Controller, or the subject that decides on the objectives, the manners, and the tools used to process personal data, is 4Science S.p.A. (Tax and VAT Number: 02451840397) with headquarters in Milan, via A. Papa 30, e-mail: [privacy@4science.it](mailto:privacy@4science.it), telephone number: +39 0544.463481, certified e-mail address (PEC): [4science@pec.4science.it](mailto:4science@pec.4science.it).

The Data Controller has also appointed a DPO (Data Protection Officer), who can be contacted at the following address: [rdp@4science.com](mailto:rdp@4science.com).

**2. Purpose of processing/Legal basis of processing**

All data you communicate are gathered and used within the limits established by the law and regulations on the processing of personal data and are processed for the following purpose with the relative legal basis.

| OBJECTIVES  | LEGAL BASIS   |
|---|---|
| 1. Management of contacts, establishing work and/or collaboration relationships, fulfilling requests of interested parties.   | 1. Contract (or pre-contract) between the interested party and the Controller according to article 6.1, letter B. of the GDPR and fulfilling obligations of the law under article 6.1 letter C. Data are treated according to article 9.2, letter b. of the GDPR. Article 111-bis of Legislative Decree 196/2003 provides a further legal basis |
| 2. Web navigation: Surveying the experience of the user, monitoring the regular functioning of the web site, guaranteeing the safety of the web site, updating and maintaining the site | 2. Legitimate interest of the Controller (article 6.1 letter f – GDPR 679/2016).  |
| 3. Subscription to the Newsletter service and related activities  | 3. Consent of the interested party (article 6.1, letter a – GDPR 679/2016)  |
| 4. Exercise or establish a right in judicial proceedings  | 4. Legitimate interest of the Controller (article 6.1, letter f. – GDPR 679/2016)   |

To correctly manage the relationship, processing for this use is necessary, and being granted data is optional but necessary for this purpose. Not giving your data implies the failure to establish or continue the relationship, carry it out, or eventually fulfilling the legal requirements. Should the disclosure of your data be incomplete or not precise, we cannot guarantee its correct processing.

### **3. Categories of data processed**

Category 1) processing regards or can regard the following set of data: personal data, residency, contact data (e-mail, telephone number), Curriculum Vitae, data related to spontaneous job applications, and other eventual personal data, requested or acquired, to supply the requested information. Category 2) data of common nature will include: IP addresses, type of browser used and parameters of the device used to connect to the site, name of the internet service provider, web page origin of the visitor (referral) and exit, information on the pages visited in the web site, time of access and exit, time spent on the site and on single pages. Category 3) personal data and data of the contract; Category 4) data necessary to achieve the objectives.

### **4. Processing of personal data**

Your data will be processed at the headquarters of the Controller (or, when necessary, of those of subjects indicated in the subsequent paragraph 6) through paper and electronic tools with a logic that is strictly related to the purpose of the collection and in a way to safeguard security and privacy of the data. These tools are designed to reduce to a minimum the risk of destruction or loss of data, non-authorized access, processing that does not conform to the purposes described in the current policy. Your data are exclusively collected for the purposes described above. The data are adequate, pertinent, complete and not excessive compared with the purpose of the processing; they will be subject, if necessary, to update to be able to guarantee that they are always exact. Please note that no decision based solely on automated processing, including profiling, will be carried out with your data.

### **5. Conservation of data**

In processing for objective 1), data will be kept for the time necessary to fulfil the request. In case of spontaneous job applications or CVs through this channel, they will be kept for up to one year. In processing for objective 2), data will be kept for one month. In processing for objective 3), data will be kept until the un-subscription to the service requested. In processing for objective 4), the conservation time is related to the time necessary to meet the purpose.

### **6. Categories of subject to whom data can be disclosed or that can become aware of the data as processors or handlers**

To fulfil the above-described purposes, your data will be processed by the Controller, the processors named by the Controller and by strictly appointed data processors. The updated list of authorized processors is available at the headquarters of the Controller. Your data can be communicated only to allow the fulfilment of contractual or legal obligations to:

- Subjects whose right to access data is recognized by law, secondary and Community regulations;
- Collaborators, employees, consultants of the Controller, within their job and/or eventual contractual obligations, including Data Processors and Authorized Persons

- Physical and/or legal persons, public and/or private, when the communication is necessary or functional to the carrying out of the activity of the Controller or the execution of the contract in the manner and for the purposes described above;
- External subjects that carry out specific roles on behalf of the company related to legal, corporate, accounting, fiscal, and judicial obligations

## **Your data is not subject to further disclosure.**

### **7. Transferring data to a third country**

Personal data could be processed with IT/electronic tools that could involve processing them in “Cloud Computing”.

In this case, the processing and conservation of Data take place on servers of the Controller and/or third company nominated by the Data Processors. These servers are located at the headquarters of the Controller (in Italy) and, in any case, within the European Union.

Personal data will not be transferred outside the European Union. In any case, it is understood that should it be necessary, the Controller may also transfer data to Countries outside the EU, guaranteeing from the onset that the transfer will take place in compliance with the applicable legal provisions and therefore stipulating, if and when necessary, specific agreements that guarantee an adequate level of protection of personal data or otherwise adopting standard contractual clauses envisaged by the European Commission for the transfer of personal data outside the EU.

### **8. Rights of the interested party**

Article 15 and following of the GDPR gives you specific rights that you can exercise at any moment, including knowing the existence or not of data that regard you and their use; asking for the deletion of the data, the transformation into an anonymous form or blocking data processed in breach of the law as well as updating, rectifying or, if interested, integrating data and opposing, for legitimate reasons, their processing as well as opposing, in part or in full, for legitimate reasons, the processing of personal data that regard you even if pertinent to the purpose of collection by contacting our Company at the following telephone number: +39 0544.463481.

In any case, the requests in the previous paragraph can be presented in writing through an e-mail message to the address [privacy@4science.it](mailto:privacy@4science.it) or through certified e-mail (Pec) at the address [4science@pec.4science.it](mailto:4science@pec.4science.it) or through the mail at: 4science S.p.A., via A. Papa, 40, 20149 Milan (MI). The Data Controller has also appointed a DPO (Data Protection Officer), who can be contacted at the following address: [rdp@4science.com](mailto:rdp@4science.com).

In any case, you will always have the right to file a complaint with the Italian Personal Data Protection Authority at Piazza Venezia, 11, 00186 Rome (RM) – Tel: 06696771, e-mail: [garante@gpdp.it](mailto:garante@gpdp.it), Pec: [protocollo@pec.gpdp.it](mailto:protocollo@pec.gpdp.it).

## **9. Update of the Privacy Policy**

The current Privacy Policy was published in June 2023. It could be amended over time also in connection with the entry into force of new sector regulations, the update, or the offer of new services following technological innovation. 4Science S.p.A. will inform you of such changes as soon as they are introduced, and they will be binding as soon as they are published on the website. 4Science S.p.A, therefore, invites you to regularly visit this section to become aware of the most recent and updated version of the Privacy Policy to be always up to date on the Data collected and its use by the Controller.

**Milan 18.02.2025**