

**PRODUCTFLOWS by Bending Spoons 2021
PRIVACY AND COOKIE POLICY**

This Privacy and Cookie Policy (“**Policy**”) applies to the processing of your personal data by Bending Spoons S.p.A. (“**Bending Spoons**”, “**we**” or “**us**”) through “www.productflows.it” website in accordance with Regulation (EU) 2016/679 – General Data Protection Regulation (“**GDPR**”), the Italian Legislative Decree 196/2003 (as amended), Directive 2002/58/EC – ePrivacy Directive, and other applicable local laws (“**Data Protection Laws**”).

This Policy applies to the processing of:

- ID and technical information on your device, your web browser details, and your IP address through the use of cookies and similar technologies
- Other personal data, for example, when you send us your application for Productflows 2021, or when you contact us to request information about us or our recruiting events.

1. Data Controller and Data Protection Officer

The Data Controller is Bending Spoons S.p.A., based in Corso Como 15, Milan 20154 (Italy), VAT 08931860962. For any requests regarding the processing of your personal data, please email us at privacy@bendingspoons.com.

Our Data Protection Officer can be contacted for any requests relating to the processing of your personal data or this Privacy Policy by sending an email to dpo@bendingspoons.com.

2. Categories Personal Data that We Collect, Purposes and Legal Basis for Our Processing

We process the following categories of personal data, for the purposes and on the legal basis indicated below.

Purposes	Legal basis	Categories of Processed Data
a. To enable you to use our website and to process any requests you send to us when you contact us.	Processing is necessary to take steps at your request prior to entering into a contract (art. 6(1)(b) of the GDPR).	Common data: identification and contact information (such as name and e-email), identifiers and internet and network activity information (such as IP address).

<p>b. To assess your eligibility to participate in the competition.</p>	<p>Processing is necessary for the execution of a contract to which you are a party or for the execution of pre-contractual measures adopted on your request (Article 6, paragraph 1, sub-para. b), GDPR).</p> <p>In case there are special categories of personal data in your CV, cover letter or LinkedIn profile, the data subject has given consent to the processing of such personal data for one or more specific purposes (Article 9, paragraph 1, sub-para. a), GDPR).</p>	<p>Common data: name, surname, email, nationality, data necessary to assess satisfaction of the eligibility requirements set forth in the rules of the competition, your CV, cover letter and LinkedIn profile, submissions created in the context of the competition, and evaluations.</p> <p><i>Documents may be requested in order to verify the truthfulness and completeness of the information provided.</i></p> <p>Special categories of data: personal data revealing your racial or ethnic origin, your political opinions, your religious or philosophical beliefs, or trade union membership, data relating to your health or sexual life or sexual orientation.</p>
<p>c. If you are selected to access the Awards, the processing of your personal data aims to allow the Company to arrange for your journey to Milan, your accommodation, to process reimbursements, to disburse the prizes, and to promote the competition.</p>	<p>Processing is necessary for the execution of a contract to which you are a party or for the execution of pre-contractual measures adopted on your request (Article 6, paragraph 1, sub-para b), GDPR).</p> <p>If you communicate to us your food intolerances or religious beliefs, your consent to the processing of personal data for one or more specific purposes will be required (Article 9, paragraph 1, sub-para. a), GDPR).</p>	<p>Common data: in addition to the above information, any other information necessary to arrange for your journey to Milan, your accommodation, to process reimbursements and to pay the prizes, including bank account information.</p> <p>Special categories of data: your food intolerances or religious beliefs.</p>

<p>d. To comply with our legal obligations or other obligations arising out of the instructions received from the competent authorities</p>	<p>Processing is necessary for compliance with a legal obligation to which the data controller is subject (art. 6(1)(c) of the GDPR).</p> <p>In case of the processing of special categories of data, compliance of one of the conditions set forth in Article 9, para. 2, GDPR).</p>	<p>Common data: name, surname, email, nationality, data necessary to assess satisfaction of the eligibility requirements set forth in the rules of the competition, your CV, cover letter and LinkedIn profile, submissions created in the context of the competition, and evaluations.</p> <p>Special categories of data: personal data revealing your racial or ethnic origin, your political opinions, your religious or philosophical beliefs, or trade union membership, data relating to your health or sexual life or sexual orientation.</p>
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To know how we process your data using cookies, see [Section 9 \(Cookies\)](#) below.

3. Data Retention

We retain data processed for the purposes referred to under section 2 for as long as necessary to carry out the purposes indicated above and in accordance applicable laws. We might retain your data for longer to consider your candidacy for other suitable positions that we may open in the future, and in any case up to one year from the date of your original application. To know how long your data is stored through cookies, see [Section 9 \(Cookies\)](#) below.

4. Your Choices

Providing your personal data is necessary if you want to participate in the selection procedure for Productflows 2021.

If, within your CV, cover letter or LinkedIn profile, there are data belonging to special categories or if you are travelling to our premises and wish to communicate your food intolerances or religious beliefs, such data may be processed by Bending Spoons only with your express consent and for the sole purpose of allowing you to participate in the selection process and/or journey. We have no interest in processing special categories of data concerning you. Therefore, we will not request you to provide them, and we invite you not to communicate them, unless you consider it necessary to ensure respect for your religious beliefs or your food intolerances.

In case of refusal to provide the requested data, we may be unable to evaluate your CV, cover letter, or LinkedIn profile. In the absence of such documents, we may be unable to evaluate your application, and you may be excluded from the competition.

Providing navigation data is necessary if you want to navigate and interact with our website. Same goes for the information you share with us when you contact us to request information. You can freely decide whether to accept cookies and other tracking technologies not strictly necessary for the functioning of the website as indicated below in [Section 9 \(Cookies\)](#).

5. Sharing Your Personal Data

We may share or disclose your personal data to the following categories of recipients:

- Vendors carrying out activities that are related or instrumental to our business and operational activities as outsourced data processors appointed in writing in accordance with Applicable Privacy Laws or acting as autonomous data controllers (such as IT or storage service providers, mobile measurement partners, suppliers of mobile marketing services, and advertising networks and platforms).
- If we carry out a corporate transaction or operation (for example, in case of bankruptcy, merger, acquisition, reorganization, sale of assets or assignments, and due diligence related to any such transactions), your personal data may be disclosed to our advisers and any prospective purchaser's advisers and may be one of the assets that is transferred to another owner.
- Public, judicial or police authorities, within the limits established by applicable laws.

Personal data will not be disclosed for any reason other than those stated above, unless such disclosure is deemed necessary for the fulfillment of a legal obligation or if we request your consent.

6. Transfer of Personal Data outside the European Economic Area

We may transfer personal data from the European Economic Area ("EEA"), the UK or Switzerland to other countries outside the EEA. Such data transfers are based on appropriate safeguards in accordance with Applicable Privacy Laws, including (a) the standard contractual clauses developed by the European Commission; (b) the Swiss-U.S. Privacy Shield, and the decisions of adequacy of the European Commission; or (c) binding corporate rules.

Copies of appropriate warranties are available for consultation by sending an email to privacy@bendingspoons.com.

7. Your Privacy Rights

To the extent these are applicable to the processing described in this Policy, you have the following rights, as specified in the GDPR:

- the right of access to your personal data collected and processed by us.
- the right to obtain the updating or rectification of your personal data.

- under certain conditions pursuant Data Protection Laws, the right to obtain the cancellation of your personal data ("right to be forgotten"), the right to restrict the processing of your personal data, and right to data portability.
- the right to object to the processing of your personal data under legitimate grounds.

To exercise your rights, you may contact us by sending an email to privacy@bendingspoons.com. We may take reasonable steps to verify your identity prior to responding to your request.

You also have the right to lodge a complaint with the Italian Data Protection Authority or the competent national data protection or judicial authority.

8. Automated decision-making

No entirely automated decision-making is carried out within the processing of Your Personal Data (there included profiling under Article 22(1) and 22(4) of GDPR).

9. Cookies

What are cookies?

Cookies are small files that a website stores on your computer or mobile device when you visit it. Cookies are stored through your web browser, based on your settings and preferences. Technologies of this type, such as web beacons, clear GIFs, and all types of local storage introduced through HTML5, can be used to provide basic functionality and to collect information on your browsing experience.

There are various types of cookies, based on their characteristics and use. While some cookies and tracking technologies are strictly necessary to navigate a website (for example, cookies that remember your preferences and settings; or cookies that keep your account logged in), others need your consent to be installed (for instance, to enable you to receive information about other products and services, or to improve your navigation experience).

Technical cookies

Technical cookies do not need your consent and include:

- Session cookies which are necessary for the proper operation of a website. They are called as such because their duration is strictly limited to the work session (and are deleted after users close their browser).
- Analytics cookies which are used directly by the website owner to collect aggregate data on the number of visitors and how they interact with the website to improve its services. These cookies are not deleted after users close their browser but are retained by the device until a pre-defined expiration date or until they are deleted.
- Functional cookies which help the website remember users' choices and settings such as language or privacy preferences.

We use a functional cookie that allows the website to remember your cookie preferences. We also use Google Analytics, which uses third party cookies as explained below.

Profiling cookies

Profiling cookies are aimed at tracking users' online behavior and creating user profiles (for example, considering users' choices or preferences) in order to send marketing communications in line with the preferences shown by users while navigating the web. Profiling cookies and the processing of the users' personal data that derives from them is optional, meaning that they require your consent. When installed by third parties without safeguards aimed at minimizing the processing of your data, analytics cookies are comparable with profiling cookies, meaning that you need to consent to these too.

We do not host our own profiling cookies within this website, but this website hosts third-party cookies, as explained below.

Third-party cookies

So-called third-party cookies are set by external providers. This is because a website may feature certain elements (images, maps, sounds, specific links to sites located in another domain, etc.) installing third-party cookies residing in a different server.

Our website uses profiling and analytics cookies managed by external organizations. The data collected by these third parties is governed by their own specific privacy policies, terms and conditions, or cookie policies to which we have no control over.

Since our website hosts third-party analytics and profiling cookies, you will be prompted to consent to such third-party cookies when landing on our website for the first time, via a specific cookie banner.

You can manage and delete these third-party cookies at any time by accessing the third-party websites listed in the table below.

Third-party provider	Cookie name	Cookie retention period	Purpose	Third-party privacy policy
Google	_ga, _gat, _gat_gtag_UA, _VALUE, _gid	From session up to two years	Analytics	policies.google.com/privacy You can find here specific information on Google Analytics privacy policy including how to manage your settings
Facebook	_fbp, _fr	3 months	Marketing	www.facebook.com/policies/cookies/

				If you have a Facebook account, you can manage your settings here
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How to manage cookies

You are free to decide whether or not to accept any cookies also by adjusting your web browser controls. Disabling third-party cookies does not impair browsing in any way.

Each browser and device are different, so check the settings menu of the browser or device to learn how to change your settings and cookie preferences. If you choose not to receive cookies at any time, websites may not function properly, and certain services will not be provided. You can find information on how to manage cookie settings on certain browsers via the following links:

- [Chrome](#)
- [Firefox](#)
- [Internet Explorer](#)
- [Safari](#)

For more information about how to limit the use of third-party cookies installed in your browser, please visit www.youronlinechoices.com.

10. Changes

We may modify or update this Policy, also in view of future changes in the Applicable Data Protection Laws or in case we implement new features or functionalities that will process personal data.

Last updated: 9 July 2021