

PRIVACY POLICY

This policy describes:

- What personal information we collect about you
- How we obtain your personal information
- How we use your personal information and for which purposes
- Who we share your personal information with
- Your rights regarding your personal information

Collection of your personal information

We will collect the information that you give us when you submit an application.

The personal information that we process includes:

- Basic information, such as your name (including name prefix or title), the company you work for, and your title or position
- Contact information, such as your postal address, email address and phone number(s)
- Financial information, such as remuneration
- Qualification status and jurisdiction
- Any other information relating to you which you may provide to us

We will also use that information to communicate with you to give you updates on the progress of your application.

We will not use your contact details for any other purposes, for example we will not market our products or services to you, nor will we provide your contact details to anyone else for that purpose.

Use of your personal information

Volterra Fietta uses your personal information for the following purposes:

- To process your application
- Provide you with updates with regards to the status of your application

We may also share your personal information with certain trusted third parties in accordance with contractual relationships in place with them, which include:

- IT service providers for Volterra Fietta

Volterra Fietta may disclose your personal information if required to do so by law.

Your information may be stored and processed in the United Kingdom.

Control of your personal information

When you submit an application, or otherwise give us personal information, Volterra Fietta will not share that information with third parties without your permission, other than for the exceptions already listed. It will only be used for the purposes stated above.

Your rights regarding your personal information

The European Union's General Data Protection Regulation and other applicable data protection laws provide certain rights for data subjects.

You are entitled to request details of the information we hold about you and how we process it. You may also have a right in accordance with applicable data protection law to have it rectified or deleted, to restrict our processing of that information, to stop unauthorised transfers of your personal information to a third party and, in some circumstances, to have personal information relating to you transferred to another organisation. You may also have the right to lodge a complaint in relation to Volterra Fietta's processing of your personal information with a local supervisory authority.

If you object to the processing of your personal information, or if you have provided your consent to processing and you later choose to withdraw it, we will respect that choice in accordance with our legal obligations.

Please note that even after you have chosen to withdraw your consent we may be able to continue to process your personal information to the extent required or otherwise permitted by law, in particular in connection with exercising and defending our legal rights or meeting our legal and regulatory obligations.

You can edit your personal information by sending an email to applications@volterrafietta.com and advising us of the change in details.

Updates to this policy

Volterra Fietta may occasionally update this statement.