

## PRIVACY POLICY – PERSES

In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (General Data Protection Regulation - GDPR) and Spanish Organic Law 3/2018 of 5 December on the Protection of Personal Data and guarantee of digital rights, and other applicable regulations, we recommend that you carefully read the following information regarding the processing of personal data of clients and users.

### DATA CONTROLLER

PERSES ENERGY SOLUTIONS S.L.

CIF B75386730

C/ Profesor Potter nº 126, 33203 Gijón (Asturias), Spain

### DATA PROCESSED

- Identification and contact details of our clients, as well as billing and financial information.
- Identification, contact, and financial data of our suppliers.
- Identification, contact, employment, academic, and financial data of employees and job applicants.
- Contact information of potential clients or individuals requesting information.

### PURPOSE

- To enable and maintain the provision of the requested services.
- To issue invoices for our services and manage payments, accounting, tax obligations, and other routine administrative tasks, as well as to comply with legal obligations to various public administrations.
- To manage employment relationships with our staff.
- To manage recruitment processes.
- To provide the information requested by users of our website or individuals who contact us.

### LEGAL BASIS

The processing of personal data of our clients, employees, and other users is primarily based on their consent when requesting a service or information, the necessity to execute a service agreement, compliance with employment relationships, or explicit requests from individuals wishing to participate in a recruitment process.

The data we request are appropriate, relevant, and strictly necessary to carry out the aforementioned services or properly manage relationships with our users.

If the required data is not provided, we may be unable to deliver the requested service or information.

## **RECIPIENTS**

We do not share client/user data with any other company unless legally required or strictly necessary to provide the service or perform a contract.

Please note that, in compliance with our fiscal and labor obligations, we must share data of clients, suppliers, and employees with various public bodies, such as the Tax Agency or Social Security.

Furthermore, for our business operations, we entrust certain processes to third parties (e.g., tax, labor, and accounting advisors, or IT service providers). In all cases, we carefully select our service providers and data processors, ensuring they comply with personal data protection regulations and sign the appropriate data processing agreements.

In the context of employment relations, especially for managing international assignments or transfers, personal data may be transferred to countries outside the European Economic Area (EEA), including those not offering a level of protection equivalent to that of Regulation (EU) 2016/679.

Such transfers will be made only when necessary for the execution of the employment contract, to comply with legal obligations, or with appropriate safeguards such as standard contractual clauses approved by the European Commission or other legally recognized mechanisms.

Employees will be duly informed about any transfers, the destination countries, and the safeguards adopted to protect their personal data.

## **DATA RETENTION PERIOD**

The retention period will depend on the type of personal data.

Client and supplier data will be retained while the commercial relationship remains active or for the necessary period to comply with legal obligations.

Employee data will be retained during the duration of the employment contract and afterward for the time required to comply with obligations to public administration.

Job applicant data will be kept for the duration of an active recruitment process or, at most, one year after its conclusion. If we receive unsolicited CVs that do not fit any position, they will be deleted (after notifying the user) within a maximum of two weeks.

Data will also be retained for as long as necessary to defend our rights.

From the start of processing, we implement the necessary organizational and security measures to ensure the confidentiality, integrity, availability, and resilience of personal data.

## **RIGHTS**

According to the applicable personal data protection regulations, owners of the data we treat may freely exercise their rights of access, rectification, erasure, objection, restriction, and data portability by writing to us at our registered office or by email, including a copy of their identification document, to C/ Profesor Potter nº 126, 33203 Gijón (Asturias), Spain or to [info@persesenergy.com](mailto:info@persesenergy.com)

You have also the right, if you deem it appropriate, to file a complaint with the Spanish Data Protection Agency or another relevant supervisory authority.