

## **Privacy Notice for Recruitment**

Dear Candidate,

Thank you for your interest in Galileo! Before we proceed, we need to let you know about your rights and obligations under data protection legislation and give you some information about what we're going to do with your personal data.

According to the provisions prescribed by the relevant EU data protection Regulation, 2016/679 ("**GDPR**") and the applicable national data protection legislation, the personal data you provide to us as part of your application or the data that is provided to us by individuals or third-party sources for the purposes of recruitment (e.g. name, contact information, CVs, educational background, employment background, cover letters, details of your visits to our career site, including but not limited to traffic data, location data, weblogs and other communication data, the site that referred you to our website, and the resources that you access) ("**Personal Data**"), will be processed in compliance with the privacy obligations set forth in the GDPR and in the applicable national legislation, which means that your Personal Data will be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Maintained only for as long as necessary for the purposes we have told you about.
- Kept securely and protected against unauthorized or unlawful processing and against loss or destruction using appropriate technical and organizational measures.

Here is some further information that might be of interest to you:

Galileo ("we", "us", "our") is committed to protecting and respecting your privacy. This notice acts as the basis on which we will process any Personal Data we collect from candidates for employment, or data that is provided to us by individuals or third-party sources for the purposes of recruitment.

Wherever you apply for a job opening posted by us, these Privacy Notice provisions will apply to how we process your personal information.

### **Data Controller**

The Data Controller is one of the affiliate companies of the Galileo group, which can be either one of the following companies ("**Controller**"):

- Galileo Green Energy GmbH, with registered office in Bahnhofplatz 1, 8001 Zurich, Switzerland, VAT No. CHE-172.613.461 ].
- Galileo Energy Italy S.r.l. with registered office in Viale Sturzo 43, 20154 Milano, Italy, VAT No. 11082940963;
- Galileo Energy Spain S.L., with registered office in Calle Cardenal Marcelo Spinola No.2, 28016 Madrid, Spain, VAT No. B06934269;
- Galileo Energy France Sas, with registered office in 1 rue Favart, 75002 Paris, France, VAT No. FR15918158254;
- Galileo Energy Germany GmbH, with registered office in Löffelstrasse 44, 70597 Struttgart, VAT No. DE350833427;
- Galileo Energy Poland Sp zoo, with registered office in al. Jerozolimskie 63, 00-697 Warsaw, Poland, VAT No. 5252913903;
- Galileo Energy UK Ltd., with registered office in 16 Great Queen Street, Covent Garden, WC2B 5AH London, VAT No. 405638892

- Galileo Green Energy Ireland Ltd, with registered office in 3 Dublin Landings, North Wall Quay, D01C4E0 Dublin, VAT No. IE 4255636KH

You may contact the Controller at any time at the following email address: [privacy@galileo.energy](mailto:privacy@galileo.energy).

### **Types of data processed, purpose and legal basis**

The Controller processes Personal Data collected during personnel recruitment and selection activities. This includes Personal Data within the meaning of Article 4(1) GDPR, such as, for example name, surname, address, e-mail address or mobile phone number, as well as possibly also special categories of Personal Data within the meaning of Article 9(1) GDPR relating to health status or ethnicity. Please do not disclose special categories of Personal Data unless it is strictly necessary. Please be informed that if you do choose to provide this type of Personal Data, the processing on our part will relate to data made manifestly public by the data subject, as provided for by art. 9(1)(e) of the GDPR. Therefore, the Controller will be released from any liability or dispute whatsoever in connection with the processing of such data.

We will use the Personal Data we collect to:

- Assess your skills, qualifications and suitability for the role.
- Identify and evaluate candidates for potential employment, as well as for future roles that may become available.
- Communicate with you about the recruitment process.
- Keep records related to our hiring process.
- Comply with legal or regulatory requirements.

The legal basis for the processing of your Personal Data is the execution of pre-contractual measures pursuant to Article 6(1)(b) of the GDPR and the compliance with legal obligations to which the Controller is subject pursuant to Article 6(1)(c).

### **How is your Personal Data collected?**

We collect Personal Data about you from the following sources:

- You, the candidate, via an online job site, career site, email, in person at video interviews, and/or by any other method.
- Those who referred you, from whom we collect your Personal Data.
- Trusted third-party vendors who recommend you as a candidate for a specific job opening or for our business more generally.
- From publicly accessible sources, such as LinkedIn or Source Boosters (Indeed, Monster, Career Builder, Dice, and so on), where we collect your full name, email, work history, and other data included on your profile.

### **Methods of processing**

The processing of Personal Data will take place via manual and/or computerized means, based on criteria in line with and functional to the purposes for which said Personal Data was collected. This will always be done in compliance with privacy and security standards as dictated by the governing law and internal company practices.

We have put in place appropriate security measures to prevent your Personal Data from being accidentally lost, used, accessed in an unauthorized way, altered, or disclosed.

### **Categories of Recipients Data**

Your Personal Data may be disclosed to:

- **Authorized Individuals:** natural persons authorized by the Controller pursuant to Article 29 of the GDPR, who have signed appropriate confidentiality agreements, in order to fully evaluate your candidacy. This includes external consultants and collaborators involved in personnel management, as well as system administrators.
- **Entities connected to the Controller** (e.g. companies belonging to the Galileo group, for administrative purposes and/or for the allocation of certain functions, on the basis of a legitimate interest in accordance with Art. 6(1)(f) of the GDPR.
- **Data Processors:** entities defined as data processors under Article 4(1)(8) of the GDPR. These are organizations that perform activities related to the processing purposes on behalf of the Controller and under its direction, such as agencies, employment consultants, service providers, and technology or platform providers, including Zoho Recruit (a cloud-based application) and its sub-processors and the third party integrations enabled by us in Zoho Recruit, who uses your information only in accordance with our instruction and as otherwise required by law.

Wherever you have applied for a job opening through our Smart Apply feature, and wherever you have consented to this disclosure, we will disclose to the service provider certain Personal Data that we hold, including but not limited to a unique identifier used by the service provider to identify you, and information about your progress through our hiring process for the applicable job opening; as well as tangible, intangible, visual, electronic, present, or future information that we hold about you, such as your name, contact information and other details involved in the data analysis process related to you as an applicant for employment (collectively, “**Disposition Data**”). The service provider's Privacy Notice regarding their use of this shared data will be available on their website. For more details, learn more about Smart Apply.

### How long we store your personal data

Your Personal Data will be retained only for as long as necessary to fulfill the abovementioned purposes. In any case, it will not be stored for more than 3 (three) years. If you are interested in being considered for future positions after this date, please send us your CV again.

### Transfer of Personal Data outside the EEA

Your Personal Data may be shared with recipients located outside the EEA. In such cases, the Controller ensures that if a transfer outside the EEA occurs, the processing of your Personal Data by these recipients will be in accordance with the GDPR. Transfers will be based on an adequacy decision, Standard Contractual Clauses approved by the European Commission or another appropriate legal basis. More information is available by writing to the following address: [privacy@galileo.energy](mailto:privacy@galileo.energy).

### Your Rights

Please note that you have several rights regarding processing of your Personal Data under GDPR. Under certain circumstances, by law you have the right to:

- **Request access to your Personal Data** (commonly known as a “data subject access request”). This enables you to receive a copy of the Personal Data we hold about you and to check that we are lawfully processing it.
- **Request correction of the Personal Data that we hold about you.** This enables you to have any incomplete or inaccurate data corrected.
- **Request erasure of your Personal Data.** This enables you to ask us to delete or remove Personal Data where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your Personal Data where you have exercised your right to object to processing (see below).

- **Object to processing of your Personal Data where we are relying on a legitimate interest (or those of a third party)** and there is something about your situation that makes you want to object to processing on this ground. You also have the right to object where we are processing your Personal Data for marketing purposes.
- **Request the restriction of processing of your Personal Data.** This enables you to ask us to suspend the processing of Data about you, for example if you want us to establish its accuracy.
- **Request the transfer** of your Personal Data to another party.

Furthermore, you always have the right to lodge a complaint with the competent supervisory authority pursuant to Article 77 of the GDPR if you believe that your Personal Data is being processed in violation of applicable legislation.

Any request to exercise your rights, can be directed to the Controller by writing to the email address noted above.

### **Failure to provide Data**

If you fail to provide Personal Data when requested, which is necessary for us to consider your application (such as evidence of qualifications or work history), we may not be able to process your application further. For example, if we require references for this role and you fail to provide us with relevant details, we will not be able to take your application further.

This notice does not form part of any contractual agreement and may be amended at any time.

Last amendment: May 2025