

	<p>INFORMATION TO CUSTOMERS AND SUPPLIERS</p>	<p>Allegato 5 EDIZ. 1 DATA:03/07/2018</p>
--	---	---

Privacy Information, in compliance with Article 13 of the Regulation (UE) 2016/679 - General Data Protection Regulation (GDPR)

The Regulation (UE) 2016/679 concerns personal data privacy in order to protect the freedom and rights of the data subjects. It imposes a series of obligations to whoever “processes” personal data referred to the subject. Among the most important requirements, there is the obligation to inform the data subjects and acquire (in the prescribed cases) their consent to data processing, particularly for the data processing that imply data communication to other subjects.

In view of the above, our Company informs you, in compliance with Article 13 of the GDPR, that it collects and processes data concerning your Company without your expressed consent [Article 6, Letters b) and e) of the GDPR, Article 24, Letters a), b), c) of the Italian Privacy Law], for purposes that are related to the ordinary management of business relationships and, more precisely, for lists’ compilation, accounting management, invoicing, creditor management, and the fulfilling of the current law obligations.

Your data will also be processed for strictly corporate reasons, such as statistics and market research. Only with your specific and separate consent, (as expressed by Article 7 of the GDPR and Articles 23 and 130 of the Italian Privacy Law), your data would be processed for the following Marketing purposes:

- Send commercial or advertising material (related to our Company’s services and/or aimed at Customer satisfaction surveying) using mail, e-mails, newsletters, phone and SMS;
- Send commercial or advertising material (related to Third Parties’ services) using mail, e-mails, newsletters, phone and SMS;

Data processing operations are those indicated by Article 4 of the Italian Privacy Law and Article 4 n. 2) of the GDPR. More precisely, those operations are: collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction. Your data are processed in paper, electronic and automated way.

The Data Controller will process data for the time necessary to fulfil the above-said purposes (anyway, not over 10 years since the cessation of the business relationship for administrative/accounting purposes. Not over 2 years for eventual marketing purposes).

Data processing could be done through manual and computer tools, in compliance with the necessary measures to grant information security and privacy.

Your data could be communicated to third parties, only for technical and operative needs, strictly connected to the above-said purposes. In particular, data could be communicated to:

- a) Institutions, Professionals, Companies or other structures entrusted with the data processing related to the fulfilment of administrative, accounting and management obligations linked to our ordinary economic activities (also for debt collection purposes);
- b) Public authorities and administrations for purposes related to the fulfilment of legal obligations;
- c) Banks, Financial institutions or other subjects to which the data communication is made necessary for our Company’s activities in relation with the fulfilment of the contractual obligations towards you.

In your capacity of Data Subject, you have the rights referred to in Article 7 of the Italian Privacy Law and in Article 15 of the GDPR. More precisely:

- i. Get a confirmation and the communication of the existence of personal data referred to you, even though not yet registered;
- ii. Get the indication of: a) Personal data origin; b) Purposes and processing methods; c) Applied logic in case of processes that imply electronic tools; d) Contact details of the Data Controller and designated Processors in compliance with article 5, n. 2 of the Italian Privacy Law and Article 3, n. 1 of the GDPR; e) Subjects or subjects’ categories to which data may be communicated or that can become aware of your data;
- iii. Obtain: a) the update, rectification or, when there is an interest, the integration of data; b) the erasure, the anonymisation or restriction of processing when the processing is unlawful. This applies also to data of which the conservation is unnecessary in relation to the purposes for which they have been collected and subsequently processed; c) Attestation that the operations at letters a) and b) have been communicated also to eventual third parties unless this obligation is impossible or implies a deployment of means that is clearly unproportional to the protected right;
- iv. Oppose in whole or in part: a) for legitimate reasons to personal data processing, albeit relevant to the purposes for which they have been collected; b) for marketing purposes to data processing that is made with traditional and/or automated tools. The Data Subject can choose to oppose to traditional processing, to automated processing or both.

	INFORMATION TO CUSTOMERS AND SUPPLIERS	Allegato 5 EDIZ. 1 DATA:03/07/2018
---	--	--

If applicable, you also have the rights from Articles 16 to 21 of the GDPR (Right to rectification, Right to be forgotten, Right to restriction of processing, Right to data portability, Right to object), as well as the right to file an appeal to the Italian Competition Authority.

Exercise of the rights procedure

You can exercise the above-said rights at any moment by sending:

- A registered letter to **OFFICINA MECCANICA EFFE CI SRL**
- An e-mail to the following address: **info@effecimeccanica.com**

The Data Controller is **OFFICINA MECCANICA EFFE CI SRL**, with registered office in **MOZZANICA, VIA A. TRESSOLDI 1**, in the shape of its pro tempore Legal Representative.

The updated list of Data processors is conserved in the registered office of the Data Controller.

03/07/2018, Mozzanica