

## **PRIVACY DISCLAIMER pursuant to art. 13 and 14 of the European Regulation 2016/679 and of Legislative Decree 196/2003, as amended by Legislative Decree 101/2018**

pursuant to art. 13 and art. 14 of EU Regulation 2016/679 and considering Legislative Decree 196/2003, as amended by Legislative Decree 101/2018 (the so-called New Privacy Code) and in relation to the information that will be acquired in order to provide its proposal(s), for the purposes of protecting persons and other subjects regarding the processing of personal data, Italcertifer S.p.A. informs you as follows:

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### **I. Data Controller and Data Protection Contact**

*This section reports our contact persons for Data Protection*

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- the *pro-tempore* **Chief Executive Officer**, (email address contact: [titolaretrattamento@italcertifer.it](mailto:titolaretrattamento@italcertifer.it)), with registered office in **Piazza della Stazione, 45, 50123, Florence**, is appointed as Data Controller of Italcertifer Spa
- **The Data Protection Officer** can be contacted at the following email address [referentedataprotection@italcertifer.it](mailto:referentedataprotection@italcertifer.it).

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### **II. Types of personal data**

*This section reports data types managed by Italcertifer S.p.A.*

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The personal data being processed are part of the following categories:

Personal data acquired directly from the interested party, and in details:

**Municipalities:** personal data (name, surname, physical and electronic address, place and date of birth,) tax code or VAT number, identification document (driving license / CI / passport number), contact details (e-mail, telephone contacts) , data relating to commercial and / or professional activity.

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### **III. Purpose and legal basis for the processing of the data**

*This section reports the reasons of the data request by Italcertifer S.p.A.*

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The data collected by Italcertifer S.p.A. will be processed for the following **purposes**:

- **Contractual:** related to the planned activities concerning the contract finalization and the proposal(s) definition.
- **Legal:** for the fulfillment of specific legal obligations occurring in the relationship between Italcertifer S.p.A. and the Customer;

The provision of data for the afore-mentioned purposes is mandatory for the fulfillment of the obligations deriving from the established relationship.

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### **IV. Recipients of the data**

*This section reports who will process your data and to whom they will be communicated*

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For the pursuit of the afore-mentioned purposes, your personal data will be made accessible, within Italcertifer S.p.A. personnel, only to those who need it for the job to be performed or for the organizational position held. These subjects will be appropriately trained to avoid loss, access to data by unauthorized parties or to carry out unauthorized processing of the data.

Furthermore, your data may be disclosed to third parties who carry out instrumental activities on behalf of Italcertifer S.p.A. such as:

- Public and private subjects/entities for the fulfillment of any legal obligations imposed to Italcertifer S.p.A.,
- Professionals and consultants in case of out-of-court and judicial protection of the rights of Italcertifer S.p.A.

Your data will be processed only by subjects directly authorized by Italcertifer S.p.A. or by companies that act as Data Processors on behalf of Italcertifer S.p.A. and that have signed a specific contract that precisely regulates the processing entrusted to them and the obligations regarding data protection, and will never be disclosed

The updated list of recipients of the data is available upon request to the email address: [referentdataprotection@italcertifer.it](mailto:referentdataprotection@italcertifer.it)

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#### **V. Dissemination of data**

*This section reports not disclosure guarantee*

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Personal data will never be published, exposed, or made available / consulted by indeterminate subjects.

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#### **VI. Data transfer outside the EU**

*This section reports the guarantees in case of transfer of your data to countries outside the European Union*

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The collected data are not transferred to subjects located in non-EU countries.

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#### **VII. Data retention**

*This section reports how long data will be maintained by Italcertifer S.p.A.*

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The personal data collected will be processed and stored only for the period of validity of the relationship established with Italcertifer S.p.A. If judicial / accounting / administrative needs requests their storage for longer periods, they will be kept for a period not exceeding 10 years from the end of the relationship established between the parties.

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#### **VIII. Rights of the interested parties**

*This section reports the rights guaranteed by Italcertifer SpA*

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EU Regulation 2016/679 (articles from 15 to 23) gives the exercise of specific rights to the interested parties. In particular, in relation to the processing of your personal data, you have the right to ask Italcertifer S.p.A. for access, rectification, cancellation, limitation, opposition and portability; moreover, you can lodge a complaint against the Supervisory Authority, which in Italy is the Guarantor for the Protection of Personal Data.

At any time, you can ask Italcertifer S.p.A. to exercise your rights by contacting the Data Protection Officer at the following e-mail address [referentdataprotection@italcertifer.it](mailto:referentdataprotection@italcertifer.it).