

## **Information notice pursuant to and for the effects of Art. 13 of the GDPR EU 2016/679 on the protection of personal data**

We inform you hereby that for the establishment and execution of the contractual relationships in progress with you, our organization is in possession of your data. These data, classified as "personal" by the GDPR EU 2016/679, are collected either verbally, personally or through third parties. In compliance with this regulation, we therefore invite you to read the following information notice carefully.

### **Nature of data processed**

We process your personal, fiscal and financial data necessary for the execution of existing or future contractual obligations. We are not in possession of any data of yours that can be categorized as "special" (art. 9 of the regulation) or of a judicial nature (art. 10 of the regulation).

### **Purpose of data processing and storage period**

Your data are processed for the entire duration of the contractual relationship and even afterwards, for contractual reasons, to fulfil legal obligations and for an effective management of financial and commercial operations. The same will be kept as long as necessary to fulfill tax obligations as provided for by national legislation.

### **Processing methods**

Data are processed using tools and procedures suitable to guarantee security and confidentiality; the data processing may be carried out either using paper media and automated computerized means suitable to store, manage and transmit the data.

### **Obligation or option to provide data**

Your failure to disclose data that our organization is required to know for the fulfillment of obligations provided for by law, will result in the impossibility to establish or continue the relationship when such data are needed for the execution of the same.

### **Scope of disclosure of your data**

The following categories of subjects may have access to your data: data controller and data processors, our consultants, as data processors, to the extent necessary to carry out their duties in our organization and after receiving our letter of assignment imposing confidentiality and security obligations, as well as subjects who need access to your data for legal advice, for purposes ancillary to the relationship we have with you, to the extent strictly necessary to carry out the ancillary duties entrusted to them.

### **Communication and dissemination**

Your data will not be disclosed by us to third parties and they will not be made available or accessible to them for consultation. We may communicate your data to bodies and, in general, to any public or private subject towards which we have an obligation (or right recognized by law or by secondary or Community legislation) or need for communication, to the extent of their respective and specific competence.

### **Data subject's rights**

You have specific rights pursuant to Articles 15 to 22 of the GDPR EU 2016/679. In particular, you can obtain confirmation of the existence or not of data concerning you, communication of such data as well as of the purposes of the processing. In addition, you may obtain the cancellation, transformation into anonymous form or blocking of data unlawfully processed, as well as the updating, rectification or, when interested, integration of data. You may object, for legitimate reasons, to the processing itself.

We kindly ask you to promptly notify the Data Controller of any changes to your personal data in order to comply with art. 16 of the above mentioned law, which requires that the data collected are accurate and, therefore, updated.

### **Data Controller and Data Processor**

Bavelloni SpA with registered office in Lentate sul Seveso (MB), Via G. Natta, 16 is the Data Controller. To exercise your rights under art. 17 of the GDPR EU 2016/679, you can write to the Data Controller to the following e-mail address: [info@bavelloni.com](mailto:info@bavelloni.com).