



# Information concerning the processing of personal data pursuant to Regulation (EU) 2016/679 (the "Regulation")

#### Dear Supplier,

We wish to inform you that your personal data will be used in compliance with the Regulation and in accordance with the following notice.

We wish to specify that the provisions on the protection of personal data contained in the Regulation protect only natural persons and not legal entities. As a result, the following notice refers exclusively to your personal data being you the legal representative of a company, which askes the services provided by Pro-do-mix srl, and being you the spokesperson, either assigned or delegated by the legal representative of that company.

For processing we mean any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as 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.

#### 1) DATA CONTROLLER

The controller is PRO-DO-MIX srl (P.I.C.F.04577470281), via I strada n. 5, Conselve (Pd), tel. 049. 9501368, fax. 049. 9501638, email <u>info@prodomix.com</u>, web site <u>www.prodomix.com</u>

#### 2) CONTENT OF THE PROCESSING AND MEANS USED FOR THE PROCESSING

The processing includes some of your identifying data (in particular, name and surname, social security number, address, phone and mobile phone numbers, company e-mail address) witch were provided n the occasion of signing the contract with the Controller.

Your data will be processed using both IT and manual instruments (paper-based documentation), and will be protected with appropriate security measures to ensure the confidentiality and integrity of the data.

#### 3) PURPOSE AND LEGAL BASIS

A) We will process your personal data, without need of your consent:

(i) when executing the contract or the pre-contractual measures required (art. 6, subsection 1, lett. b) of the Regulation);

(ii) to fulfill the administrative, accounting and tax obligations required by current legislation for the management of the contractual relationship (art. 6, subsection 1, lett. c) of the Regulation);

#### 4) PROVISION OF PERSONAL DATA AND CONSEQUENCES OF FAILURE TO PROVIDE SUCH DATA

It is mandatory to provide your data for the purposes indicated in paragraph 3 lett. A). Failure to provide such data will result in the inability to enter into a commercial relationship and to implement it.

### 5) RECIPIENTS OF THE PERSONAL DATA

Data could be made accessible or communicated to the following entities:

a) employees and/or collaborators authorised by the Controller;

b) Public or private bodies, natural or legal persons that are used by the Controller to perform the activities, which are necessary to achieve the purposes described above, (including but not limited to: suppliers of IT services and application software; e-mail marketing platforms; website managers; etc.) all nominated by the Controller as processors (art. 28 of the Regulation);

c) Public or private bodies to whom the Controller is obliged, by the law or by the contract, to disclose the data. This subjects will process your data as Controllers.

Your personal data will not be subject to dissemination.

### 6) DATA TRANSFER OUTSIDE THE EUROPEAN UNION

Your data may be transferred and processed by some processors in Countries outside the European Union. We specify that, in such cases, we will transfer your data only in Countries that ensure an adequate level of protection pursunat to art. 45 of the Regulation or where our Company previously set up contractual instruments that assure an adequate protection to your data in compliance with art. 46 of the Regulation. For more informations contact us at info@prodomix.com





## 7) PERIOD FOR WHICH THE PERSONAL DATA WILL BE STORED

The data provided for the purposes indicated in paragraph 3 lett. A) will be stored for the duration of the commercial and contractual relation and for further period of ten years, in order to fulfill legal, administrative, tax and accountant obligations.

## 8) RIGHTS OF THE DATA SUBJECT

We inform you that you can exercise the following rights (artt. 13, 15, 16, 17, 18, 20 of the Regulation):

1. To obtain confirmation as to whether or not your personal data are being processed, and to have access to your personal data and to the information relating the processing: purposes of the processing, the categories of personal data concerned, the recipients or categories of recipient to whom the personal data have been or will be disclosed, the envisaged period for which the personal data will be stored;

2. To obtain rectification of inaccurate data or, if one of the conditions set forth in art. 17 of the Regulation applies, the erasure of your personal data and, in the cases provided under art. 18 of the Regulation, the restriction of processing;

3. To withdraw, at any time, the consent to process the data for the purposes for which the consent was obtained. (Withdrawing the consent shall not affect the lawfulness of the data processing, which is based on the consent you gave before the withdrawal);

4. To object to the processing of your personal data when this right is based on a legitimate interest or if your personal information is used for direct marketing purposes;

5. To recive your personal data in a structured, commonly used and machine-readable format and to transmit those data to another controller without hindrance from the controller to which the personal data have been provided, where the processing is based on a contract pursuant and carried out by automated means;

6. To lodge a complaint with the supervisory authority, in case you think that your rights have been breached, according to the methods indicated on the website of the Garante at: https://www.garanteprivacy.it/en/home en

You will bear no cost to access your personal information (or to exercise any other right).

If you wish to exercise one of these rights, please contact us at email address <u>info@prodomix.com</u> or send a mail: via I strada n. 5, Conselve (Pd) (Italia).

PRO-DO-MIX srl

For acknowledgment of this notice signature