

SUBJECT: Information in accordance with and pursuant to articles 13 and 14 of the GDPR 2016/679 and the national legislation in force relating to the protection of the processing of personal data.

With this statement ART. SERF SPA provides the Data Subject with the information referred to in Articles 13 and 14 of the GDPR 2016/679 regarding the processing of personal data concerning him/her.

Data Controller.

The Data Controller is ART. SERF SPA, with headquarters in Via Cal Longa, 15/B - 31038 Vazzola (TV).

Purposes of data processing and legal basis.

The personal data are collected and processed for the following purposes:

1. the fulfilment of all operations imposed by regulatory obligations, fiscal and tax provisions and the provisions laid down in the field of anti-money laundering (processing is necessary for compliance with a legal obligation to which the Data Controller is subject pursuant to art. 6 paragraph 1 letter c) GDPR 2016/679);
2. the establishment and execution of contractual relationships in progress, as well as any pre and post-sales assistance activities (processing is necessary for the performance of a contract to which the Data Subject is party or in order to take steps at the request of the Data Subject prior to entering into a contract pursuant to art. 6 paragraph 1 letter b) GDPR 2016/679; processing is necessary for compliance with a legal obligation to which the Data Controller is subject pursuant to art. 6 paragraph 1 letter c) GDPR 2016/679);
3. operations strictly connected and instrumental to the initiation of the aforementioned relationships, including the acquisition of preliminary information for the conclusion of the Contract (processing is necessary for the performance of a contract to which the Data Subject is party or in order to take steps at the request of the Data Subject prior to entering into a contract pursuant to art. 6 paragraph 1 letter b) GDPR 2016/679);
4. the management of relations with the Customer for administration, accounting, orders, shipments, invoicing, services, management of any out-of-court resolution of disputes where provided (processing is necessary for the performance of a contract to which the Data Subject is party or in order to take steps at the request of the Data Subject prior to entering into a contract pursuant to art. 6 paragraph 1 letter b) GDPR 2016/679);
5. the management of any judicial dispute (processing for the purposes of the legitimate interest of the Data Controller pursuant to art. 6 paragraph 1 letter f) GDPR 2016/679, strictly limited to the assessment, exercise and defence of a right in court);
6. the detection of the degree of customer satisfaction, the processing of statistics for internal use (processing for the purposes of the legitimate interest of the Data Controller pursuant to art. 6 paragraph 1 letter f) GDPR 2016/679, strictly limited to the control of the internal quality standards).

The collection and recording of data will take place in compliance with the principles set out in art. 5 GDPR 2016/679 for specific, explicit and legitimate purposes and in a manner compatible with such purposes, as part of the processing that is required for conducting business activities. Such data will be processed in accordance with the principle of accuracy and, where necessary, updated, so that they are always adequate, relevant and limited to what is necessary and kept for no longer than their intended use in relation to the purposes for which they are collected and subsequently processed in accordance with the GDPR 2016/679 and the national legislation in force.

Personal data may be processed with the aid of both paper and electronic tools, or in any case suitable for recording and storing the data, and in any case in such a way as to guarantee their security and protect the maximum confidentiality of the Data Subject. Specific security measures will be observed to prevent the loss of data, illegal or incorrect uses and unauthorized access in full compliance with art. 32 of the GDPR 2016/679 and the national legislation in force.

Mandatory or optional nature of providing data and consequence of any refusal.

The provision of personal data necessary for the fulfilment of legal obligations, for the establishment of the contractual relationship or for its execution is mandatory. Failure to provide them will make it impossible to follow up on the requests of the Data Subject or to execute the contract.

Anti-money laundering and anti-terrorism.

The provision of the data required by the anti-money laundering and anti-terrorism legislation is mandatory and any refusal precludes the professional service required and may result in the transaction being reported to the competent supervisory body. In this regard, it should be noted that the processing of personal data connected to the anti-money laundering obligations will take place having regard to the specific methods of execution imposed on non-financial operators by the Regulation on the identification and storage of information provided for by art. 3 paragraph 2, of Legislative Decree no. 56/2004 and adopted with the Ministerial Decree. n. 143/2006. Other information could also be obtained from public sources to comply with the obligations set out in Legislative Decree 231/2007.

Data communication.

Without prejudice to compliance with current regulations and in particular with the principles set out in art. 5 GDPR 2016/679, the data may be communicated, exclusively for the pursuit of the purposes mentioned in this statement, to:

- Companies belonging to the same business group;
- Subjects to whom it is necessary to communicate the data for the performance of a contract to which the Data Subject is party or in order to take steps at the request of the Data Subject prior to entering into a contract, as well as, in general, for the pursuit of purposes mentioned in this information;

- Subjects in charge of credit management such as, for example, factoring companies, credit institutions, debt collection companies, credit insurance companies, commercial information companies;
- In particular, subjects who carry out treatments on behalf of the Data Controller as Data Processors pursuant to art. 28 GDPR 2016/679, such as, including but not limited to: professionals and/or Companies in charge of carrying out activities in the administrative-accounting, legal, commercial, management, technical, technical-IT fields. The complete and updated list of Data Processors is available to those entitled to it, by simple request to the Data Controller's headquarters;
- Subjects authorized to access data by current legislation and/or to whom data must be communicated in compliance with legal obligations.

Personal data may be processed by employees and collaborators assigned to the competent offices of the Data Controller, explicitly authorized for processing on the basis of art. 29 of the GDPR 2016/679 and the national legislation in force.

Transfer of data abroad.

Personal data may be communicated and/or transmitted abroad only for the pursuit of the purposes referred to in this information, or for exclusively technical reasons related to the structure of the Business Information System and/or the implementation of technical and organizational security measures deemed suitable by the Data Controller (Article 32 GDPR 2016/679), and exclusively in compliance with articles 44 et seq. of the GDPR 2016/679.

Data retention period.

Without prejudice in any case to compliance with art. 5 GDPR 2016/679 ("conservation limitation principle"), the data will be stored in our archives according to the following parameters:

- Data processed for the fulfilment of the obligations pursuant to art. 2220 of the Italian Civil Code: 10 years, without prejudice to any delayed payments of the fees that justify their extension;
- Data processed for the fulfilment of anti-money laundering obligations: 10 years;
- Data treated for purposes other than the previous ones, as part of the contractual relationship and referred to in this information: until the expiry of the contract and/or the commercial supply relationship.

In relation to the specific limitation periods provided for by the law, the data necessary for the assessment, exercise or defence of a right in court may be subject to longer retention times.

The verification on the obsolescence of the data stored in relation to the purposes for which they were collected is carried out periodically.

Data Subject's rights.

The Data Subject may exercise the rights provided within the limits and under the conditions set out in Articles from 15 to 22 of the GDPR 2016/679 and by the national legislation in force. In particular, the GDPR provides the following rights for the Data Subject:

- Right of access (Article 15 of the GDPR 2016/679);
- Right to rectify inaccurate personal data and right to integrate incomplete personal data (Article 16 of the GDPR 2016/679);
- Right to erasure (Article 17 of the GDPR 2016/679);
- Right to restriction of processing (Article 18 of the GDPR 2016/679);
- Right to be informed about the recipients to whom any rectification or erasure of personal data or restriction of processing has been communicated (Article 19 of the GDPR 2016/679);
- Right to data portability (Article 20 of the GDPR 2016/679);
- Right to object (Article 21 of the GDPR 2016/679);
- Right not to be subject to a decision based solely on automated processing (Article 22 of the GDPR 2016/679).

In the event of signing any form of consent to the processing, it should be noted that the Data Subject can revoke it at any time, without prejudice to the mandatory obligations provided for by the legislation in force at the time of the revocation request, by contacting the Data Controller at the following e-mail address: info@artserf.com.

Right of Complaint.

The Data Subject who believes that the processing of her/his personal data is in violation of the provisions of the GDPR 2016/679 has the right to lodge a complaint with the supervisory authority of the State of the European Union in which she/he habitually resides, works, or of the place where the alleged violation occurred, as required by art. 77 GDPR 2016/679, or to take the appropriate judicial offices.

Vazzola, 03/10/2022

ART. SERF. S.P.A.

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