

INFORMATION ON PROCESSING OF PERSONAL DATA rev.02

This information is provided by **CATAS S.p.A.** pursuant to art. 13 of EU Regulation 2016/679 of the European Parliament and of the Council of 27.04.2016 concerning the data protection with regard to the processing of personal data, as well as the free circulation of such data (hereinafter referred to as “**GDPR**”) and of the D. Lgs. 30.06.2003, n. 196, as amended and supplemented by Legislative Decree 10.08.2018, n. 101 (hereinafter referred to as “**Privacy Code**”).



CATAS S.p.A. with registered office in **33048 - San Giovanni al Natisone (UD)**, via **Antica, 24/3**, C.F./P.I. **01818850305**, as processing Controller (hereinafter "Data Controller").

The Data Controller, aware of the importance of ensuring the security of private information, in compliance with European and Italian legislation and in compliance with the principle of transparency pursuant to art. 12, GDPR, provides the following information in order to make the user aware of the characteristics and methods of processing personal data.



Art. 1 – Processed Data

The Data Controller processes personal identification data (by way of example, personal data such as name, surname, tax code, VAT number, contact details such as e-mail address, telephone number), as well as other information (by way of example, domiciliations and details of bank current accounts) - hereinafter, "personal data" or even "data", communicated by you, or otherwise acquired within the limits of the provisions of art. 14, paragraph 5, GDPR, in the context of commercial relationships with the Data Controller.



Art. 2 – Legislation and purpose of the processing

Your personal data are processed:

a) without your express consent (Article 6, letter b, GDPR), for the following purposes:

1. execution of contract requests (**contractual purposes**).

In this case the execution of a contract of which you are a part or the execution of pre-contractual measures adopted upon your request constitutes a legal basis for processing.

Furthermore, your personal data may be processed without your express consent (Article 6, letter b, c, d, e, f), in order to:

1. fulfill the administrative, accounting and tax obligations deriving from the existing contractual relationship;
2. fulfill the obligations established by law, by a regulation, by community legislation or by an order of the Authority;
3. safeguard the vital interests of the data subject or of another person;
4. carry out tasks of public interest or connected to the exercise of public authority vested in the Data Controller;
5. to pursue a legitimate interest of the Data Controller or of third parties, within the limits and conditions set forth in art. 6, letter f), GDPR;
6. exercise the rights of the Data Controller (by way of example, the right to defense in court).

b) only subject to your specific and unequivocal consent (articles 6, letter a, 7, GDPR), for the following purposes:

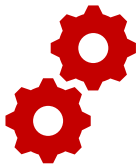
1. to send via e-mail newsletter, commercial communications and / or advertising material on services, different and / or dissimilar from those already purchased, offered by the Data Controller (**marketing purposes**).

In this case, your consent constitutes the legal basis of the processing.



Art. 3 – Provision of personal data

The provision of data for the purposes laid down in art. 2, letter a), is necessary, since your refusal to provide the requested personal data would imply the unfulfillment of legal obligations and / or contractual obligation, preventing the conclusion and /or the performance of the contract. The provision of data for the purposes laid down in art. 2, letter b), is optional and failure to provide it may imply the impossibility to receive newsletters via e-mail, commercial communications and / or advertising material on products and / or services offered by the Data Controller.



Art. 4 – Methods of data processing

The processing of your personal data or any operation or set of operations, performed with or without the aid of automated process and applied to personal data or set of personal data, is carried out by means of the procedures as mentioned in art. 4, paragraph 1, n. 2) of GDPR, namely: the collection, registration, organization, structuring, preservation , adaptation or modification, extraction, consultation, use, communication by transmission, diffusion or any other form of making available, comparison or interconnection, limitation, cancellation or destruction. The processing of your data shall be based on the principles of correctness, lawfulness and transparency and may be carried out electronically to store, manage and transfer them; it will be carried out using appropriate tools, as far as the state of the art, to ensure safety and confidentiality through the use of appropriate procedures that avoid the risk of loss, unauthorized access, illicit use and dissemination. Personal data may be stored both on computer media and on paper, as well as on any other type of support deemed most suitable for processing.



Art. 5 – Data retention period

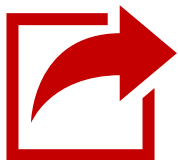
The Data Controller will process personal data for the time necessary to fulfill the aforementioned purposes, in compliance with the principles of minimization and limitation of conservation as per art. 5, paragraph 1, letters c), e), GDPR. The personal data in any case will be processed for no more than 10 years from the termination of the Service Finality pursuant to art. 2, letter a) and for no more than 10 years from the collection of data for marketing purposes pursuant to art. 2, letter b). Once this deadline has expired, the data will be destroyed or made anonymous and, in any case, will be made unusable for the purposes for which the terms of preservation have expired.



Art. 6 – Access to data

The personal data processed by the Data Controller will not be disclosed, or will not be disclosed to indeterminate subjects, in any possible form, including that of their availability or simple consultation. Instead, they may be made communicate to workers and / or collaborators who work for the Data Controller and / or to some external subjects that offer sufficient guarantees that they have adopted appropriate legal, organizational and technical measures in such a way that the treatment satisfies the requirements set out in the GDPR and guarantee the protection of the rights of the data subject. In particular, your data may be made accessible to:

1. employees and collaborators of the Data Controller, in their capacity as internal managers, delegates, designated and / or authorized to process personal data and / or System Administrators;
2. third-party companies or other subjects, (by way of example, credit institutions, professional firms, consultants, insurance companies, etc.) who carry out outsourcing activities on behalf of the Data Controller, in their capacity as external managers.



Art.7 – Communication of data

Your data may also be disclosed, to the extent necessary, to parties who for purposes of processing orders or to process other requests relating to the contractual relationship with the Data Controller, must provide goods and / or business activity or services. The Data Controller may also communicate your data to authorized persons to access it under the provisions of the law, regulations, community regulations, the judicial authorities, as well as to all other subjects to whom the communication is mandatory by law.



Art.8 – Data transfer

The management and storage of personal data will be carried out on servers of the Data Controller and / or third-party companies appointed and duly appointed as Data Processors, located within the European Union, or in compliance with the provisions of Articles 45 et seq., GDPR. Currently the servers are located in Italy. The data will not be transferred to outside the European Union. In any case, it is understood that, if it becomes necessary to transfer the location of the servers, in Italy and / or the European Union and / or non-EU countries, this movement will always take place in accordance with the Articles. 45 et seq., GDPR. In this case, however, the Data Controller ensures that the transfer of non-EU data will take place in accordance with the applicable legal provisions, stipulating, if necessary, agreements that guarantee an adequate level of protection and / or adopting the standard contractual clauses provided by the European Commission.



Art. 9 – Rights of the interested party

Pursuant to articles from 15 to 21, GDPR, you are entitled to:

1. obtain confirmation of the existence or not of personal data concerning you, even if not yet recorded and their communication in an intelligible form;
2. obtain the indication: a) of the origin of personal data; b) of the purposes and methods of the processing; c) of the logic applied in case of treatment carried out with the aid of electronic instruments; d) of the identification details of the Data Controller and of those responsible; e) of the subjects or categories of subjects to whom the personal data may be communicated or who may become aware as representative appointed in the territory of the State, delegated, designated or authorized to process;
3. obtain: a) updating, rectification or, when interested, integration of data; b) the cancellation, transformation into anonymous form or blocking of data processed unlawfully, including data whose retention is unnecessary for the purposes for which the data were collected or subsequently processed; c) the attestation that the operations referred to in letters a) and b) have been brought to the attention, also as regards their content, of those to whom the data have been communicated or disseminated, except in the case where such fulfillment is impossible or involves the use of means which are manifestly disproportionate to the protected right.
4. right of access;
5. right of rectification;
6. right to cancellation (right to be forgotten), except in the event that the processing is necessary for the Data Controller, for the exercise of the rights to freedom of expression and information, for the fulfillment of a legal obligation or for the execution of a task carried out in the public interest, for purposes of archiving in the public interest, scientific or historical research or for statistical purposes, for the assessment, exercise or defense of a right in court;
7. right to limitation of treatment;
8. right of opposition;
9. right of withdrawal of consent at any time, subject to the lawfulness of the treatment based on consent before revocation;
10. right to propose a complaint to the Guarantor for the protection of personal data.



Art. 10 – How to exercise rights

You have the right to ask the Data Controller to:

1. access to data concerning you, their correction or cancellation;
2. the integration of incomplete data;
3. the limitation of treatment;
4. receive data in a structured format, commonly used and readable by automatic device;
5. revoke any consent given to the processing of your personal data at any time and to object, in whole or in part, to the use of data;
6. propose a complaint to the Authority, as well as to exercise the other rights recognized by the applicable European and Italian legislation. You can exercise your rights at any time by sending:
 - a registered letter A / R: **CATAS S.p.A.** with registered office in **33048 – San Giovanni al Natisone (UD)**, via **Antica, 24/3**;
 - an e-mail: lab@catas.com.



Art. 11 – Minors

Pursuant to art. 8, GDPR, as well as the art. 2 quinquies, the Privacy Code, in cases where consent is required and the subject that gives it is less than 14 (fourteen) years, the processing is lawful only if and to the extent that, the aforementioned consent is given or authorized by the holder of parental responsibility.



Art. 12 – Data Controller, managers, delegates, designated and authorized

The Data Controller **CATAS S.p.A.** with registered office in **33048 – San Giovanni al Natisone (UD)**, via **Antica, 24/3**, C.F./P.I. **01818850305**. More information about the managers, delegates, designated and authorized to process personal data can be requested by contacting the Data Controller at the addresses indicated in this information.



Art. 13 – Changes to this information

This information may change. It is therefore advisable to regularly check this information and refer to the latest version.

San Giovanni al Natisone, 14th january 2020

Data Controller
CATAS S.p.A.