

**Subject: Information on the processing of personal data, pursuant to art. 13 of the EU Reg. 2016/679.**

The EU Regulation 27 April 2016, n. 679 provides for the right to the protection of personal data concerning individuals. In compliance with this legislation, our company, which intends to process your personal data, wishes to inform you in advance, pursuant to art. 13 of EU Reg. 2016/679, that this treatment will be based on the principles of lawfulness, correctness and transparency, purpose limitation, data minimization, accuracy, limitation of retention, integrity and confidentiality and accountability, as well as protection of your privacy and Your rights.

Therefore we provide you with the following information on the processing of your personal data that we intend to carry out:

The treatment aims to be able to contact you, as a result of your request, to provide information, also related to products / services and internal needs of an operational or management type.

The treatment will be carried out by specifically appointed persons, in the following ways: **electronic and paper**.

The provision of your data is **mandatory** for you for the above purpose. We invite you to omit data that is not relevant in relation to the specific purposes for which they are given.

Failure to provide your data could result in the **inability to be able** to contact you again to provide information, also related to products / services and internal needs of an operational or management nature.

**The persons in charge** to whom your personal data (**personal and common data**) can be communicated as follows:

- persons in charge of our company;
- external subjects who may carry out on behalf of our company management of IT systems and website;
- subjects to whom the right to access the data is granted by provisions of law or regulations;
- other subjects required by law.

The collected **paper data** will be duly **stored** for a maximum period that can be quantified in 10 years, pursuant to art. 2220 c.c..

The **electronic data** collected will be duly stored, **pursuant to art. 13. c.2, lett. a), second part, of EU Reg. 2016/679, for a variable term, according to criteria of balancing legitimate business interests (related to tax audits, any special commercial correspondence, such as disputes, arrears, legal, quality, purpose statistical).**

The possibility of **disseminating the data themselves is not foreseen** (diffusion = communication to indeterminate subjects).

The **Data Controller** is **GIEMME S.R.L.**, with registered office in **VIA ALCIDE DE GASPERI, 113 - 23807 MERATE (LC)**.

Pursuant to art. 13, par. 2, lett. b), c), d) of EU Reg. 679/2016, by contacting the Data Controller or, you may exercise the following rights regarding the processing of personal data:

- right of **access** (Article 15);
- right of **rectification** (Article 16);
- cancellation **right** (Article 17);
- right of **limitation** (Article 18);
- right to data **portability** (Article 20);
- right of **opposition** (Article 21);
- the right to **lodge a complaint** with a supervisory authority (Article 77);
- right to **withdraw consent**, in the cases provided for by art. 6, par. 1, lett. a) or from art. 9, par. 2, lett. to).