



**elettro c.f. srl** - via Miglioli n. 24 - 40024 Castel San Pietro Terme (BOLOGNA) ITALY

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Part. IVA 00521381202 - C.F. e Reg. Impr. BO 00706680378 - Cap.Soc. € 72320,00 i.v. - R.E.A. BO 227687 – Reg. AEE IT0802000000281

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## **INFORMATION PURSUANT TO ARTICLES 13 AND 14 OF EUROPEAN REGULATION 2016/679 (GENERAL DATA PROTECTION REGULATION or GDPR)**

### **Controller of the processing of Personal Data**

The Controller of the processing of Personal Data, which is who determines the purposes and means of the processing of personal data, is: Elettro c.f. Srl located in Via Miglioli n. 24, 40024 Castel San Pietro Terme BO, Italy, contact data: [privacy@elettrocf.com](mailto:privacy@elettrocf.com).

### **Categories of Personal Data objects of treatment**

The Controller will process the data that fall within the definitions set forth in art. 4 (1) of Regulation (EU) 2016/679, including but not limited to: name, surname, e-mail address, telephone number, tax code, VAT number, state, province, postal code and city and, in general, data of company contact persons.

### **Purposes of data processing**

Personal Data is collected by the Controller as part of the pre-contractual and/or contractual relationship regarding the production, sale and supply of our products and services, to send offers and updates on products and services and, in particular, for the following purposes:

- management of the pre-contractual and contractual relationship (correspondence, orders, shipments, invoices, after-sales),
- management of customers and potential customers (administration, reliability and solvency control, etc.),
- management of suppliers (supplier administration, contract management, shipments, etc.),
- bookkeeping of customers and / or suppliers,
- credit management,
- fulfilment of obligations under civil, fiscal, community legislation,
- compilation of registries and statistics,
- sending information and updating material.

The provision of Personal Data for the purposes indicated is optional, but if not provided, it will not be possible to execute the contract.

### **Legal basis of the processing**

The Data Controller processes Personal Data if one of the following conditions exists:

- consent has been given for one or more specific purposes;
- processing is necessary for the execution of a contract and / or the execution of pre-contractual measures;
- the processing is necessary to fulfill a legal obligation to which the Data Controller is subject;

In any case, it is always possible to ask the Controller to clarify the concrete legal basis of each data processing and in particular to specify whether it is based on the law, provided for in a contract or necessary to conclude a contract.

### **Processing methods, recipients and transfer of Personal Data**

The Controller takes appropriate security measures to prevent unauthorized access, disclosure, modification or destruction of Personal Data.

Personal Data processing means 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.

The processing is carried out mainly with IT and / or telematic tools, with organizational methods and with logic strictly related to the purposes indicated.

In some cases, in addition to the Controller, other subjects involved in the Controller organization (as administrative, commercial, technical employees, system administrators) or external subjects (as suppliers of technical services, couriers, carriers, IT-companies, fiscal and legal advisors, banking and insurance companies) may have access to Personal Data, they may also be appointed, if necessary, Processors by the Controller. Subjects, agencies or authorities to which it is mandatory to communicate Personal Data under the provisions of law or orders of the authorities may have access to Personal Data. The updated list of Processors is always available from the Data Controller.



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#### **Period for which the personal data will be stored**

The Data are processed and stored for the time required by the purposes for which they were obtained. Personal Data obtained for purposes related to the execution of a contract will be stored until the execution of the contract is completed and subsequently for the fulfillment of legal obligations or by order of an authority; in any case for a period not exceeding 10 years from the termination of relationships. After this period, some data may be stored, but only anonymously or as part of archived registers.

#### **Your rights**

You have the right to request from the Controller access to and rectification or erasure of your Personal Data or to object to their processing.

You have the right to request the restriction of processing of your Personal Data in the cases provided in art. 18 of Regulation (EU) 2016/679.

You have the right to withdraw the consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

Furthermore, you have the right to receive your Personal Data in a structured, commonly used and machine-readable format and, where technically feasible, to obtain their transfer without hindrance to another Controller. This provision is applicable when the Data are processed with automated means and the processing is based on the Subject's consent, on a contract to which the Subject is a party or on contractual measures connected to it.

#### **How to exercise the rights**

To exercise your rights you can send a request to: [privacy@elettrocf.com](mailto:privacy@elettrocf.com). The requests are deposited free of charge and processed by the Controller as soon as possible, in any case within a month.

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with the competent supervisory authority (Guarantor for the protection of personal data), pursuant to art. 77 of Regulation (EU) 2016/679, if you consider that the processing of your data infringes the law in force.

Castel S. Pietro Terme, 11/11/2022

THE CONTROLLER OF PERSONAL DATA

ELETTRO C.F. SRL  
Sole Director  
Dr. Luigi Moruzzi