

# INFORMATION FOR SUPPLIERS FOR THE PROCESSING OF PERSONAL DATA

art. 13 and 14 of EU Reg. No. 2016/679 (GDPR)

## 1. Data Controller

*Termotecnica Sebina S.r.l., with registered office in Via C. Battisti, 68 - 24062 - Costa Volpino (BG), and VAT n° 00639020163 (hereafter, "Owner"), as data controller, informs you in compliance with the Law 30.6.2003 n. 196 and following modification and integration (hereinafter, "Privacy Code") and art. 13 and 14 of the EU Regulation n. 2016/679 (hereinafter "GDPR") that your data will be processed in the following terms and for the following purposes:*

## 2. Subject of the Processing

*The Owner processes personal, identifying data (for example, name, surname, company name, address, telephone number, e-mail address, bank and payment references, hereinafter "personal data" or even "data" communicated by you on the occasion of conclusion of contracts for the owner's services.*

## 3. Purpose of the processing

*Your personal data is processed without your express consent (Article 6 letter b), e), f) of the GDPR) for the following Service Purposes:*

- conclude the contracts for the owner's services;*
- fulfill the pre-contractual, contractual and fiscal obligations deriving from existing relationships with you;*
- fulfill the obligations provided for by the law, by a regulation, by EU legislation or by an order of the Authority (such as in the field of anti-money laundering);*
- exercise the rights of the Owner, for example the right to defend in court.*

## 4. Processing methods

*The processing of your personal data is carried out by means of the operations indicated in the art. 4 n. 2) GDPR and more precisely: collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and destruction of data. Your personal data is subject to both paper and electronic and/or automated processing. The Data Controller will process the personal data for the time necessary to fulfill the beforementioned purposes and in any case for no more than 10 years from the ending of the relationship for the Service Purposes.*

## 5. Access to data

*Your data may be made accessible for the purposes referred to in art. 2:*

- to employees and collaborators of the Data Controller in Italy, in their role of appointees and/or internal processing managers and/or system administrators;*
- to third-party companies or other parties (for example, credit institutions, professional firms, consultants, insurance companies for the provision of insurance services, etc.) that carry out outsourced activities on behalf of the Data Controller, in their capacity as external managers of the treatment.*

## 6. Data communication

*Without the need for express consent (pursuant to art. 6 letter b) and c) GDPR), the Data Controller may communicate your data for the purposes referred to in art. 2 to Supervisory Bodies (such as IVASS in Italy), judicial authorities, to insurance companies for the provision of insurance services, as well as to those subjects to whom the communication is mandatory by law for the accomplishment of the beforementioned purposes. These subjects will treat the data in their capacity as independent data controllers. Your information will not be disseminated.*

## 7. Data transfer

*Personal data is stored on paper or digital archives within the European Union.*

## 8. Nature of data provision and consequences of refusal of reply

*The provision of data for the purposes referred to in art. 2 is mandatory. In their absence, we will not be able to guarantee you the Services of the art.2.*

## 9. Rights of the interested party

*As an interested party, you have the rights set forth in art. 15 of the GDPR and precisely the rights of:*

*I. obtain confirmation of the existence or not of personal data concerning you, even if not yet recorded, and their communication in intelligible form;*

*II. get the indication:*

*a. of the origin of personal data;*

*b. of the purposes and methods of processing;*

*c. of the logic applied in the case of processing carried out with the aid of electronic instruments;*

*d. of the identification data concerning the data controller, data processors and the representative designated pursuant to art. 5, paragraph 2 Privacy Code and art. 3, paragraph 1, GDPR;*

*e. of the subjects or categories of subjects to whom the personal data may be communicated or who may be referred to knowledge as designated representative in the territory of the State, of managers or appointees;*

*III. obtain:*

*a. updating, rectification or, when interested, integration of data;*

*b. the cancellation, transformation into anonymous form or blocking of data processed in violation of the law, including those of which does not need to be kept for the purposes for which the data was collected or subsequently processed;*

*c. the certification that the operations referred to in letters a) and b) have been brought to the attention, also with regard to the their content, of those to whom the data have been communicated or disseminated, except in the case in which such fulfillment is revealed impossible or involves the use of means manifestly disproportionate to the protected right;*

*IV. object, in whole or in part:*

*a. for legitimate reasons, to the processing of personal data concerning you, even though they are relevant to the purpose of the collection;*

*b. to the processing of personal data concerning you for the purpose of sending advertising materials or direct sales or for the carrying out market research or commercial communication, through the use of automated call systems without the intervention of an operator by e-mail and/or through traditional marketing methods by telephone and/or mail. Please note that the interested party's right of objection, set out in the previous point b), for direct marketing purposes by automated means, extends to the traditional ones and that the possibility for the interested party to exercise the right of opposition also remains valid only partially. Therefore, the interested party can decide to receive only communications using traditional methods or only automated communications or none of the two types of communication.*

*Where applicable, it also has the rights set forth in Articles 16-21 GDPR (Right of rectification, right to be forgotten, right to limitation of treatment, right to data portability, right to object), as well as the right to complain to the Guarantor Authority.*

## 10. How to exercise the rights and contacts of the Owner

*You can exercise your rights at any time by sending:*

*- a registered letter at Termotecnica Sebina S.r.l. - Registered office in Via C. Battisti, 68 - 24062 - Costa Volpino (BG);*

*- an e-mail to [info@termotecnicasebina.it](mailto:info@termotecnicasebina.it);*

*- in case of marketing by email, it is possible to oppose the processing by following a specific link in the message.*

## 11. Managers and appointees

*The Data Controller is Termotecnica Sebina S.r.l. with registered office in Via C. Battisti, 68 - 24062 - Costa Volpino (BG).*

*The updated list of data processors and data processors is kept at the registered office of the Data Controller.*