

Tellure Rota S.p.A.



Single Member Company -

Economic and Administrative Index No. Mo 65528 - Business Register and Tax Code 00180900367

Share capital fully paid up EUR 3,640,000.00

Via Quattro Passi 15

41043 Formigine (MO)

Tel: 059 410300 - Fax: 059 572859

VAT 00180900367

Privacy policy notice on the processing of personal data according to Articles 13-14 EU Regulation 2016/679

Data Subjects: agents and representatives.

As Data Controller for the processing of your personal data pursuant to and by effect of the European Regulation 2016/679, Tellure Rota S.p.A. informs you in this document that the aforementioned legislation establishes the protection of data subjects as regards the processing of their personal data and, therefore, we will carry out the processing according to the principles of correct, legal and transparent practice and protect your confidentiality and rights.

Your personal data will be processed according to the aforementioned legislative measures and the obligations of confidentiality provide for therein.

Purposes of processing: more specifically, your data will be processed for the following purposes to fulfil legislative or contractual obligations:

- mandatory statutory obligations for tax and accounting purposes;
- post-sales assistance;
- management of disputes;
- management of the clientele;
- management of commissions;
- To send information for corporate advertising for corporate product offers;
- to programme activities;
- historic customer invoicing.

We need to process the functional data to carry out these obligations, in order to manage our relationship correctly and submission is mandatory to achieve the aforementioned purposes. The Data Controller also informs you that if you fail to or incorrectly provide any of the mandatory information, the Data Controller may be unable to guarantee consistent processing of your data.

Processing methods: Your data will be processed in one of the following ways:

- processing via electronic computers;
- manual processing via hard copy archives.

All processing complies with the procedures given in Articles 6 and 32 of the GDPR and we take the adequate security measures envisaged.

Communication: your data will be communicated to competent, duly appointed supervisors to carry out the services required to manage our relationship correctly and guarantee protection of the data subject.

Your data will be processed only by personnel expressly authorised by the Data Controller and, more specifically, by the following categories of persons:

- Administration department;
- Sales department.

We may transfer your data to third parties, duly appointed as Processing Supervisors, and more specifically to:

- banks and financial institutions;
- Customers and/or Potential Customers;
- consultants and freelancers, even operating jointly;
- social security and welfare authorities;
- to public and/or private parties, for which the communication of the data is mandatory or necessary to fulfil legal obligations or the administrative side of the relationship.

Disclosure: Your data may be disclosed by:

- Disclosure via communication methods used by the company.

Retention period. Please note that, in compliance with the principles of lawfulness, restriction of the purposes and minimisation of the data, pursuant to Article 5 of the GDPR, the retention period for your personal data is:

- no longer than required to achieve the purposes for which it was collected to implement and fulfil our contractual purposes;
- no longer than required to achieve the purposes for which it was collected and processed and in compliance with the mandatory terms established by law.

Data Controller: the Data Controller processing your data, pursuant to Law, is Tellure Rota S.p.A. (Via Quattro Passi, 15, 41043 Formigine (MO); E-mail: privacy@tellurerota.com; Telephone: 059 410300; VAT: 00180900367) in the person of its legal representative pro tempore.

You have the right to ask the Data Controller not only to delete (right to be forgotten), notify, update, rectify and transfer your personal data, and to refuse consent to its processing, but also to more generally exercise all the rights envisaged by Articles 15, 16, 17, 18, 19, 20, 21, 22 of the GDPR.

EU Regulation 2016/679: Articles 15, 16, 17, 18, 19, 20, 21, 22 - Rights of the Data Subject

1. The data subject has the right to obtain confirmation as to whether or not personal data concerning him/herself exists, regardless of whether it has been recorded, and the communication of such data in intelligible form.

2. The data subject has the right to be informed:

- a. of the source of the personal data;
- b. of the purposes and methods of the processing;
- c. of the logic applied to the processing, if the latter is carried out with the help of electronic means;
- d. of the identification data concerning the data controller, data processors and the representative designated according to Article 5, paragraph 2;
- e. of the entities or categories of entity to which the personal data may be communicated and which may get to know said data in their capacity as designated representatives in the State, data processors or persons in charge of the processing.

3. The data subject has the right to obtain:

- a. the updating, rectification or, where interested therein, the integration of the data;
- b. the erasure, anonymisation or blocking of data that has been processed unlawfully, including data, the retention of which is unnecessary for the purposes for which it has been collected or subsequently processed;
- c. certification that the operations as per letters a) and b) have been notified, including their content, to the entities to which the data was communicated or disclosed, unless this requirement proves impossible or involves a manifestly disproportionate effort compared to the right to be protected.
- d. the transfer of the data.

4. The data subject has the right to object, in whole or in part:

- a. on legitimate grounds, to the processing of personal data concerning him/herself, even though it is relevant to the purpose of the collection;
- b. to the processing of personal data concerning him/herself, where it is carried out for the purpose of sending advertising materials or direct sale or for conducting market or commercial communication surveys.