

To Customers/Suppliers – Their locations

The company TECO S.r.l. – Via G. Ricci Curbastro, 8 – 48124 Fornace Zarattini (RA), (hereinafter, “Owner”), as Data Controller, informs you pursuant to art. 13 EU Regulation no. 2016/679 (hereinafter, “GDPR”) that your personal data (communicated at the time of signing with which the relationships deriving from the existing contract are maintained) will be processed in the manner and for the purposes indicated below.

According to the rules of the GDPR and Legislative Decree 196/2003-Legislative Decree 101/2018 and subsequent amendments and additions (hereinafter “Privacy Code”), the processing carried out by the Data Controller will be based on the principles of correctness, lawfulness and transparency and will be carried out in compliance with the principles of relevance, completeness, non-excess and protection of confidentiality.

Object of the treatment

Such data will be processed, also through the use of IT and telematic procedures, with the acquisition of the image where necessary, in compliance with the legislation stated above and the confidentiality obligations set out therein. In particular, personal data will be subject to all individual processing operations by the company - collection, registration, organization, conservation, processing, modification, extraction, etc. and any other operation useful for the provision of the requested services.

Purpose of processing and nature of providing data and consequences of refusing to respond

1. Personal data will be processed primarily exclusively for purposes strictly connected and instrumental to the fulfillment of the contractual obligations of which you are a party and constitute the legal basis of the processing pursuant to art. 13, paragraph 1, letter c) of the GDPR. These purposes are in particular:

- conclude contracts for the services and products offered by the Owner;
- fulfill pre-contractual obligations (preparation of estimates), contractual, administrative and fiscal obligations deriving from existing relationships with you (operational, organisational, managerial, fiscal, administrative, financial, insurance and accounting needs relating to the contractual and/or pre-contractual relationship established);
- fulfill the obligations established by law, by a regulation, by community legislation or by an order from the Authority (such as for example in the field of anti-money laundering);
- exercise the rights of the Owner, for example the right of defense in court.

The processing of such data will take place without the need for your express consent (art. 6 letter b), c) GDPR) and is mandatory. In the absence of such provision, we will not be able to guarantee the establishment and execution of contractual relationships with the Data Controller.

We also inform you that the Guarantor with its provision of 19 June 2008, regarding simplifications of obligations with respect to processing for administrative and accounting purposes, has allowed the owner to use his postal address to send - together with administrative and accounting documents - advertising relating to products similar to those you have already purchased, provided that you do not refuse such use of the postal address provided. Without prejudice to your right to request the non-sending of such communications at any time. Legal basis legitimate interest

In any case, even where you have given your consent to authorize the Data Controller to pursue all the purposes mentioned above, you will still be free to revoke it at any time by sending an email with the subject "unsubscribe from the list" to the email address info@tecoonline.com. In fact, the simple receipt of the cancellation request will automatically constitute confirmation of cancellation.

Treatment methods

The processing will be carried out manually (e.g. collection of paper forms) and electronically or in any case with the aid of electronic, IT and telematic tools suitable to guarantee the security and confidentiality of the data in compliance with the provisions of the art. 32 of the GDPR and the Privacy Code. In carrying out processing operations, however, all technical, IT, organisational, logistical and procedural security measures will always be adopted, so that the minimum level of data protection required by law is guaranteed.

Duration of treatment

The Data Controller will process personal data for the time necessary to fulfill the aforementioned purposes and in any case for no more than 10 years from the termination of the relationship for the primary purposes

The processing of estimates is expected to last 5 years. However, a periodic check on the obsolescence of the data stored in relation to the purposes for which they were collected is guaranteed.

Data processing relating to the sending of emails to customers pursuant to the provision of the Guarantor of 19 June 2008 lasts for 10 years, starting from the conclusion of the contractual relationship.

Categories of subjects to whom the data may be communicated:

Your personal data may be communicated to:

- employees of the Data Controller in their capacity as internal data processors and/or managers and/or system administrators;
- to freelancers (lawyers, consultants, etc.), administrative and tax consultants for the necessary legal obligations, companies that carry out outsourcing activities on behalf of the Data Controller, in their capacity as external data controllers.

- to supervisory bodies, judicial authorities, to insurance companies for the provision of insurance services, as well as to those subjects to whom communication is mandatory by law for the fulfillment of the aforementioned purposes.

- for defensive investigations or to assert or defend rights in court, provided that they are exclusively and strictly related to this purpose.

Data transfer

The Data Controller will not transfer your personal data to a third country outside the EU territory or to an international organisation.

Rights of the interested party

In your capacity as an interested party, you have the rights referred to in art. 15 GDPR and precisely the rights to obtain confirmation from the Data Controller as to whether or not personal data concerning you is being processed and in this case, to obtain access to the personal data and the following information: a) purpose of the treatment; b) categories of personal data in question; c) the recipients or categories of recipients to whom the personal data have been or will be communicated, in particular if recipients are from third countries or international organisations; d) when possible, the expected retention period of personal data or, if this is not possible, the criteria used to determine this period; e) right to ask the Data Controller to rectify or delete personal data or limit the processing of personal data concerning you or to oppose their processing; f) the right to lodge a complaint with a supervisory authority; g) if the data are not collected from the interested party, all available information on their origin; h) the existence of an automated decision-making process, including profiling and, at least in such cases, significant information on the logic used, as well as the importance and expected consequences of such processing for the interested party.

Where applicable, you also have the rights referred to in the articles. 16-21 GDPR (Right of rectification, right to be forgotten, right to limit processing, right to data portability, right of opposition), as well as the right to complain to the Guarantor Authority following the procedures and indications published on the website official of the Authority on www.garanteprivacy.it or alternatively, the appeal before the judicial authority.

Methods of exercising rights

You can exercise your rights at any time by sending a registered letter to the Data Controller, Teco Srl, at the email address indicated above

Data Controller

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