

INFORMATIVA RELATIVA AL TRATTAMENTO DEI DATI PERSONALI DEI DIPENDENTI AI SENSI DEGLI ARTT. 13 E 14 DEL REGOLAMENTO EU 2016/679 E DEL D.LGS. N°196/2003 E S.M.I.
(English version on page 3)

Soggetti interessati: Visitatori

Gentile Visitatore,

FILTOMATIC FASTENERS S.r.l. (di seguito il "Titolare") in qualità di Titolare del trattamento con Sede Legale in Via G. Galilei, 5 – 20856 Correzzana (MB), nella persona del Legale Rappresentante *pro tempore* La informa, ai sensi degli artt. 13 e 14 del Regolamento EU 2016/679 (di seguito "GDPR"), del D.Lgs. n°196/2003 e s.m.i. che, in occasione della Sua visita presso la sede della Società, il trattamento dei suoi dati personali avverrà nel pieno rispetto dei principi di correttezza, liceità, trasparenza e riservatezza (art. 6 GDPR),

Finalità del trattamento

FILTOMATIC FASTENERS S.r.l. La informa che saranno trattati per le finalità connesse alla Sua identificazione e per l'espletamento delle procedure di accesso e di sicurezza alle nostre sedi.

Il conferimento dei Suoi dati è obbligatorio per il conseguimento delle finalità di cui sopra. Il mancato conferimento legittima la Società a non consentirLe l'ingresso presso le nostre sedi. La invitiamo, dunque, ad esibire un documento di riconoscimento in corso di validità e completo di fotografia, per la registrazione dei relativi estremi e delle Sue generalità. La informiamo, inoltre, che i Suoi dati personali saranno inseriti nell'elenco dei presenti presso le sedi di **FILTOMATIC FASTENERS S.R.L.** al quale avrà accesso, in caso di emergenza, il responsabile gestione emergenze, per la corretta esecuzione delle procedure da adottare in questi casi.

1. Base giuridica del trattamento:

Le basi giuridiche del trattamento sono:

- L'obbligo di legge;
- Il legittimo interesse del titolare.

2. Modalità di trattamento

I Suoi dati personali verranno trattati in forma scritta e/o su supporto elettronico e con strumenti comunque automatizzati, con logiche strettamente correlate alle finalità sopra indicate e, in ogni caso, in modo da garantire la sicurezza e la riservatezza dei dati stessi.

3. Comunicazione dei dati:

Ferme restando le comunicazioni eventualmente eseguite in adempimento di obblighi di legge, tutti i dati raccolti ed elaborati potranno essere comunicati, per le finalità di cui sopra, esclusivamente a soggetti che possono venirne a conoscenza in qualità di Delegati Privacy interni, Responsabili Esterni e Soggetti Autorizzati al trattamento, appositamente nominati dal Titolare.

4. Diffusione:

In ogni caso i Suoi dati personali non saranno oggetto di diffusione e verranno trattati per la durata strettamente necessaria alla realizzazione delle finalità di cui sopra.

5. Titolare del trattamento:

Titolare del trattamento è **FILTOMATIC FASTENERS S.r.l.** in persona del Legale rappresentante *pro-tempore*, con sede legale e operativa in Via G. Galilei, 5 – 20586 Correzzana (MB), e-mail: privacy@filtomatic.com

6. Diritti dell'Interessato: Regolamento UE 2016/679 Art. 15 – 22

La informiamo che gli artt. 15 e seguenti del GDPR conferiscono agli interessati l'esercizio di specifici diritti nei nostri confronti. In particolare, il diritto di ottenere in qualunque momento la conferma dell'esistenza o meno dei dati personali e di conoscerne il contenuto e l'origine, verificarne l'esattezza o chiederne l'integrazione o l'aggiornamento, oppure la rettificazione. I medesimi articoli prevedono, inoltre, il diritto di chiedere la cancellazione, la trasformazione in forma anonima o il blocco dei dati trattati in violazione di legge, nonché di opporsi in ogni caso, per motivi legittimi, al loro trattamento.

L'elenco costantemente aggiornato dei Responsabili del trattamento che possono venire a conoscenza dei Suoi dati personali è disponibile presso la sede della Società come sopra indicata.

INFORMATION
ARTICLE 13 AND 14 OF (EU) REGULATION 2016/679

Interested Parties: visitors, with access to services.

FILTOMATIC FASTENERS S.r.l., in its capacity as Data Controller of your personal data, pursuant to and for effects of Regulation (EU) 2016/679 hereinafter 'GDPR', hereby informs you that the aforementioned legislation provides for the protection of interested parties with respect to the processing of personal data and that such processing will be based on the principles of correctness, lawfulness, transparency and protection of your privacy and your rights.

To achieve its purposes, relating to the management of the relationship, the Data Controller needs to acquire data personal data, such as, by way of example, the name and surname, telephone or mobile number, e-mail address, tax code.

Your personal data will be processed in accordance with the legislative provisions of the aforementioned legislation and of the confidentiality obligations set out therein.

Purpose of processing: Provision of the service: Your data will be processed to respond to any queries requests that may arrive from the forms for filling in, and forms available on the website, or to requests received by email.

Legal basis: The legal basis of the processing is contractual in the terms in which a data processing following a request for information followed by a response.

Consequences of failure to communicate: the processing of functional data for the fulfillment of these obligations it is necessary for the correct management of the relationship and their provision is mandatory to implement the purposes indicated above. The Owner also makes it known that any non-communication, or incorrect communication, of one of the mandatory information, may cause the Owner to be unable to guarantee the adequacy of the treatment itself.

Processing methods: The processing is carried out with manual and/or IT and telematic tools, in order to guarantee the security, integrity and confidentiality of the data in compliance with physical organizational measures and logic, provided for by the provisions in force, so as to minimize the risks of destruction or loss, unauthorized access, unauthorized modification and disclosure in compliance with the methods set out in the articles. 6, 32 of the GDPR.

Recipients: To carry out certain activities, or to provide support for operation and organization of the activity, some data may be brought to the attention of or communicated to recipients. These subjects yes distinguish into:

Third parties: (communication to: natural or legal persons, public authorities, service or other body which is not the interested party, the data controller, the data controller and the authorized persons responsible of the treatment) including:

- Companies that manage traditional or computerized postal services
- Any other subjects whose communication of data is necessary to achieve the purposes indicated above.



Data controllers: (the natural or legal person, public authority, service or other body that processes personal data on behalf of the data controller)

- Providers of IT, web, or other services necessary to achieve the purposes necessary for managing the relationship.

Within the company structure, your data will be processed exclusively by expressly staff

authorized by the Owner, with assurance of adoption of a confidentiality agreement and, in particular, by following categories of employees:

- Administration;
- Other employees whose treatment is necessary for the correct execution of the relationship;

Dissemination: Your personal data will not be disclosed in any way.

Transfer of data to third countries: The owner does not transfer personal data to non-EU countries. If there is any interested parties will be informed in advance of the need, and guarantee measures will be adopted for the transfer to the recipients, which depending on the case may be: verification of the existence of adequacy decisions for the recipient country by the Commission, signature of standard contractual clauses, verification of the adoption of any additional measures to implement the recommendation 01/2020 EDPB. In derogation of these guarantees, for data processing (in reference to art. 49 of the GDPR), where applicable, the existence of a contract or pre-contractual measures in favor of the interested party is verified or consent to the transfer.

Retention period: We inform you that, in compliance with the principles of lawfulness, limitation of purposes, data minimization, pursuant to art. 5 of the GDPR, the retention period of your personal data is established for a period of time not exceeding the achievement of the purposes for which they are collected and processed, in the event that a contract is signed, this retention period may cease with the expiry of or withdrawal of the contract, the same data may be retained, where applicable, for a period of time further for the purpose of managing any disputes, the legal basis for this conservation is legitimate interest of the data controller. The retention period for marketing-related data processing is functional to the purposes pursued by the data controller, and in any case not exceeding 3 years from the last contact, or feedback received.

Data Controller: The Data Controller of user data is **FILTOMATIC FASTENERS S.r.l.** with registered office in Via G. GALILEI 5, 20856 Correzzana (MB), in the personal presence of the legal representative, Stefano Perego. By sending an email to the following address info@filtomatic.com you can request further information regarding the data provided.

EU Reg. 2016/679: Articles 15, 16, 17, 18, 19, 20, 21, 22, 23 - Rights of the interested party

1. The interested party has the right to obtain confirmation of the existence or otherwise of personal data concerning him, even if not yet registered, and their communication in an intelligible form.

2. The interested party has the right to obtain the indication:

- a) the origin of the personal data;
- b) of the purposes and methods of processing;
- c) of the logic applied in case of processing carried out with the aid of electronic instruments;
- d) of the identification details of the owner, managers and the representative designated pursuant to of article 5, paragraph 2;
- e) of the subjects or categories of subjects to whom the personal data may be communicated or who can learn about it as a designated representative in the territory of the State, of responsible or appointed.

3. The interested party has the right to 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 whose retention is not necessary in relation to the purposes for which the data are been collected or subsequently processed;
- c) the attestation that the operations referred to in letters a) and b) have been brought to the attention, also for regarding their content, of those to whom the data have been communicated or disseminated, except for case in which such fulfillment proves impossible or manifestly involves the use of resources disproportionate to the protected right;
- d) data portability.

4. The interested party has the right to object, in whole or in part:

- a) for legitimate reasons to the processing of personal data concerning him, even if pertinent to the purpose of the collection;
- b) to the processing of personal data concerning him for the purpose of sending advertising or sales material directly or for carrying out market research or commercial communication.

Complaint: Interested parties, if the conditions are met, also have the right to lodge a complaint with the Guarantor as supervisory authority according to the established procedures. For any further information, and to assert the rights recognized to you by the European Regulation, you can contact the data controller at the references above reports.