

## PRIVACY POLICY DECLARATION FOR CLIENTS AND SUPPLIERS IN ACCORDANCE WITH DECREE NO. 13 UE 679/2016 (GDPR)

To whom it may concern,

The Data Manager of **VALLAND S.p.A.** (VAT registration number: 00859800146) in place of the legal representative *pro tempore* with headquarters in *Lecco (LC) – 23900 – Corso Matteotti n.8/A* hereby informs you that **will process and handle all the following personal data and information:**

1. *common data* such as: identification information (name, surname, address, tax code);
2. *personal data* required to maintain contact, minimum pre-contractual information and contact details (email, PEC address, fixed and mobile devices numbers);
3. *tax data* (related to invoicing, payments, collection and fulfillment of legal obligations for the supply of goods and services);
4. *sensitive data*, only within the limits of specific conditions which require them to perform contractual obligations or pre-contractual measures, prior Your explicit authorization (contracts, orders, personal knowledge, new clients).
5. *Video recordings made by security cameras at the company's entrance*

**Mode of treatment:** personal data concerning You will be recorded on paper and/or digitally. **VALLAND S.p.A.** will process and handle personal data in accordance with its policies and with the aforementioned Law and EU GDPR, and following the principles of fairness, lawfulness, transparency, purpose limitation, accuracy, storage limitation, integrity, confidentiality and accountability, as well as the protection of your privacy, within the limits of what is required for the fulfillment of contracts and pre-contractual measures which concern You.

**Fairness, Lawfulness, Transparency, Accountability:** the processing of all personal data will be held in respect of the principles of necessity, lawfulness and fairness of the collected and treated data except when the processing is justified by other conditions of legitimacy.

**Purpose:** processing Your personal data has the purpose to fulfill the obligations derived by contract and Law, to implement pre-contractual measures, to execute purchase contracts of goods and services and to pursue tax obligation and the legitimate interest of the Data Manager or of third parties.

**Consequences:** in the event that You do not consent to the processing of personal data we inform You that it will be impossible fulfill the contract, i.e. the execution of requested pre-contractual measures.

**Data subject's rights:** in accordance to the legislation in force and within its limits, You will be able to exercise the rights set out in the Directive of the ART. 13 (UE) 679/2016 (GDPR); in particular You have:

- (i) the right to transparency on the mode of treatment;
- (ii) the right to receive specific information concerning Your processed data;
- (iii) the right to access to Your held data, to its rectification or cancellation;
- (iv) the right to limit the processing of Your personal data;
- (v) the right to receive notification concerning the events described in the previous paragraphs, to portability (when possible) and to oppose the processing on account of specified and documented reasons;

- (vi) the right to bring claims to the Authority and to be informed on the existence of violations of data concerning You (*Data Breach*);
- (vii) the right to withdraw the consent in any moment without compromising the lawfulness of the processing based on the consent before the withdraw.

**Mode of operation of the subject's rights:** the aforementioned rights granted by the Law and, in particular, the right to access, rectify and delete provided personal data can be exercised by filling in the application form, available on company premises and on our website.

You can exercise your rights at no charge by contacting the *Data Protection Supervisor* appointed by the Managing Director at:

Eng. **RICCARDO SARTIRANA** and/or **VALLAND S.p.A.** - [\*privacy@valland.it\*](mailto:privacy@valland.it)

in such an occasion you must provide the filled in form mentioned above and a valid identification document.

The feedback will occur within 30 days from the receipt of the application or within a maximum of 90 days given previous notice when more complicated operations are required to fulfill the request or for any other justified reason.

The feedback occurs in digital form and will be received by the applicant via email.

**Subjects or categories with Whom the personal data can be shared:** societies or external individuals (recognized as Data Processing Supervisors) whose activities are strictly connected to the Commercial Management such as: credit institutions, our commercial partners, collection agencies, credit insurance companies, business information companies.

**Storage times and communication of the processed personal data:** Your personal data will be held for the required time to fulfill signed contracts and contractual measures, to exercise a legitimate interest of the Managing Director (e.g. recovery of debts concerning You) and to fulfill tax obligations which will be communicated from our accountant or from the Public Authority.

Security camera footage will be automatically deleted within 24 hours from the time of recording.

**Contact information of the *Data Protection supervisor*:** we inform You that You will be able to assert your rights by contacting this email address:

[\*privacy@valland.it\*](mailto:privacy@valland.it)

addressing our above mentioned *Data Protection Supervisor* and attaching a filled in copy of the form available on our website:

<http://valland.it/privacy-and-cookie-page>