

Calflex SRL, P.IVA / C.F. 01099690032, with registered office in Zona Industriale, 5/bis - 28891 Nonio (VB), in its capacity as Data Controller, informs you pursuant to art. 13 Regulation European 2016/679 regarding data processing that: your data will be processed in the manner and for the purposes set out below. As part of the protection of personal data, Calflex SRL provides Customers with information about: object of the processing, purposes of the processing, methods of data processing, access to data, nature of data processed, data controller, data processor, communication and dissemination of data, rights of data subjects.

## **Processing of Personal Data**

Pursuant to European Regulation 2016/679 on the protection of personal data, Calflex SRL guarantees compliance with the regulations on the protection of data of a personal nature personal, which will be used exclusively for the performance of the activities of relationship with the Customer and will not be transferred to third parties. Only with prior authorization, Calflex SRL may send its customers communications of an informative and/or commercial nature, strictly related to the scope and activities of competence. The customer will always have full and free faculty to renounce to this type of communications and/or request the portability and/or cancellation of their data, modification or updating of all personal information in our possession, by sending an email with their request to: info@calflex.it.

#### Data controller

The data controller of the collected data is Calflex SRL, located at Zona Industriale, 5/bis - 28891 Nonio (VB), telephone: +39 0323 88 93 28 and e-mail: info@calflex.it.

### Data processor

The person responsible for processing the collected data is Dr. Enzo Morandi. An updated list of external data processors is kept at the registered office of the owner of the treatment.

# The security of your personal data

Calflex SRL takes appropriate and preventive security measures to safeguard the confidentiality, integrity, completeness and availability of your personal data. As established by the regulations governing the security of personal data, arrangements are put in place technical, logistical and organizational arrangements that aim to prevent damage, loss, including accidental accidental, alterations, improper and unauthorized use of the data concerning you. Similar preventive security measures are taken by third parties (data processors) to whom we have entrusted processing operations of your data on their own behalf. On the other hand, Calflex SRL, is not responsible about untrue information sent directly by the user (example: correctness of e-mail address or postal address or other data personal data), as well as information about him/her that was provided by a party third party, even fraudulently.

# Subject of data processing

The Controller processes personal data, identified hereinafter as "PERSONAL DATA" or also "DATA", communicated by the User on the occasion of his/her activities on the site or on pages linked to it linked for the services or requests that The User himself makes (e.g. in the Contact section, filling in the contact forms on the site, or subscribing to the Newsletter).



### Purpose of data processing

Data of a personal nature voluntarily provided and only with the specific and distinct consent of the User (art. 7), will be processed for the following purposes, until his/her opposition:

- administrative-accounting activities in general;
- eventual contact request, sending information requested by the User;
- eventual subscription to newsletters;
- possible completion of data collection forms in dedicated areas.

For the purposes of the application of the provisions on the protection of personal data, the treatments carried out for administrative-accounting purposes are those related to the performance of activities of an organizational, administrative, financial and accounting nature, regardless of the nature of the data processed. In particular, pursuing these purposes are internal organizational activities, those functional to the fulfillment of contractual and pre-contractual obligations, information activities.

### Methods of data processing

The processing of the User's personal data is carried out by means of the operations indicated in Article 4 paragraph 2 of the Regulations, namely: collection, recording, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, deletion and destruction of data. Your personal data are subjected to both paper and electronic and/or automated processing. The Data Controller will process your personal data for as long as necessary to fulfill the above purposes until your request for deletion from the lists, which you may freely make at any time. The data collected are organized, managed and stored for the purposes and in the manner required by the law.

#### Data access

The User data collected may be made accessible, for the purposes set forth in this information notice.

- to employees and collaborators of the Data Controller, in their capacity as persons in charge and/or internal managers of the processing and/or system administrators;
- to third party companies or other entities (by way of example, credit institutions, professional firms accountants, insurance companies for the provision of insurance services, etc.) that carry out activities in outsourcing on behalf of the Data Controller, in their capacity as external managers of the processing, appointed by specific letter.

### Communication and dissemination of data

The data may be communicated within Calflex SRL to the subjects delegated to carry out the various technical, commercial and administrative functions. They will not be disclosed to third parties excluded from the above list. Without the need for express consent, the Data Controller may communicate your data to Supervisory Bodies, Judicial Authorities, insurance companies for the provision of insurance services, as well as to those subjects to whom the communication is obligatory by law for the fulfillment of the aforementioned purposes. These subjects will process the data in their capacity as autonomous data controllers. Your data will not be disseminated.

### **Data Transfer**

Personal data are stored on servers located within the premises of Calflex SRL.



#### Nature of the data

As part of the performance of the services requested and the contractual relationship established, there are data of a "mandatory" type (without which it would not be possible to carry out what has been requested) and data of an "optional" type (useful but not essential). The customer will necessarily be required to provide the data obligatory, while he/she will have the option to consider whether to provide the optional ones. The provision of data for the purposes set out in this policy is optional, in its absence the User will not be able to receive newsletters, commercial communications and material advertising inherent to the Services offered by the Owner. By way of example: if a User contacts the Controller using the contact form available on our websites, the Owner will use the data collected to respond and send the information that have been requested.

# Rights of data subjects

At any time the user may exercise his or her rights vis-à-vis the data controller, pursuant to and for the purposes of European Regulation 2016/679 on the protection of data personal data. The User, in his/her capacity as Data Subject, has the rights set forth in Article 15 of the European Regulation 2016/679 regarding the processing of personal data, namely the rights to:

- 1. obtain confirmation of the existence or otherwise of personal data concerning him/her, even if not yet recorded, and their communication in intelligible form;
  - 2. obtain an indication of:
  - a. the origin of the personal data;
  - b. the purposes and methods of processing;
  - c. the logic applied in case of processing carried out with the aid of electronic instruments;
  - d. the identity of the owner, managers and the representative appointed under Article 3, paragraph 1;
  - e. the subjects or categories of persons to whom the personal data may be communicated or who can learn about them as appointed representative in the State, managers or agents;
- 3. 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 law, including those that do not need to be kept in relation to the purposes for which which the data were collected or subsequently processed;
  - c. certification that the operations referred to in letters a) and b) have been brought to the attention of, also with regard to their content, of those to whom the data have been communicated or disseminated, except where this proves impossible or involves a use of means manifestly disproportionate to the protected right;
- 4. object in whole or in part:
  - a. for legitimate reasons to the processing of personal data concerning you, even if relevant to the purpose of the collection;
  - b. to the processing of personal data concerning you for the purpose of sending advertising material or direct sales or for the performance of market research or commercial communication commercial communication, through the use of automated calling systems without the intervention of an operator through e- mail and/or through traditional marketing methods by telephone and/or paper mail.



It should be noted that the data subject's right to object, as set out above, for direct marketing purposes by automated means extends to traditional means and that, in any case, the data subject's right to object remains unaffected, even in part. Therefore, the data subject may decide to receive only communications by traditional means or only automated communications or neither type of communication.

# Ways of exercising rights

The User may at any time exercise his/her rights by sending:

- an e-mail to: info@calflex.it;
- by accessing the Privacy Guarantor's website (https://www.garanteprivacy.it/).