

**METALCASTELLO SPA** (hereinafter METALCASTELLO), with registered office in Castel di Casio (Bologna), Via Don Fornasini, 12, in the person of its *pro-tempore* legal representative, as Controller of the personal data voluntarily communicated by this Company (hereinafter Company), (by contracts, orders, also verbally, by business card, by e-mail, through the website) collected directly from the data subject, provides you with this information pursuant to Article 13, European Regulation no. 679/2016 (hereinafter, "Information").

Such processing is deemed legitimate pursuant to Article 6(1)(b)(c)(f) of the European Regulation (hereinafter also GDPR), and the Legislative Decree no. 51/18, as well as the Privacy Code.

**a) Identity and contact details of the Data Controller and Data Protection Officer**

**METALCASTELLO SPA.**

Via Don Fornasini 12

CASTEL DI CASIO (Bologna)

Tax Code 10014611007

VAT No.: 10014611007

Tel. 0534/20511

Fax 0534/30409

**Identity and contact details of the Data Protection Officer**

**FRANCESCONI FLORIANA**

Via Castiglione, 47

BOLOGNA

Tax Code FRNFRN74H42A944B

E-mail: dpo@metalcastello.com

**b) Purpose and legal basis of the data processing**

Note that METALCASTELLO will process the personal data of the Company, the legal representative and the employees of the Company (specifically see paragraph c) - directly communicated by this Company, for the sole purpose of the execution of Contracts also in their preliminary inter partes phase or legal relationships (e.g. purchase request) in place with METALCASTELLO (art.13 paragraph 1 letter c) of the GDPR).

Your personal data will be processed:

**(i) without your consent (Article 6(1)(b)(c)(f) of the GDPR) for the following purposes:**

- fulfilment and execution of the contract and performance of any action aimed at fulfilling the mutual obligations arising from the aforementioned contractual relationship;
- fulfilment of specific requests from before the conclusion of the contract/offer request with the Company;
- fulfilment of fiscal, administrative, technical and/or accounting obligations;
- contract management, customer administration, administration of contracts, orders, shipments and invoices, control of reliability and solvency, assignment of receivables, request for information;

- litigation (contractual breaches; formal warnings; transactions; debt collection; arbitration; judicial disputes and lawsuits);
- internal control services (of safety, productivity, quality of services, integrity of assets);
- service announcements and communications through the pertinent portal.

(ii) with your consent (Article 7 of the GDPR) for the following purposes:

- organisation of events, meetings, conferences and seminars, also intended for professional or promotional training,
- various types of marketing activities,
- the communication of data for the purposes under section (i) is mandatory. The lack of data and/or any express refusal to process will make it impossible for the Data Controller to carry out the assigned task or the possible violation of requests from the Competent Authorities.
- Communication of the data for the purposes under section (ii) above is optional, therefore you can opt not to give your consent, or to revoke it any time, at no cost.

**c) Categories of personal data processed**

In the context of the purposes of the processing highlighted in paragraph (b) above, only personal data relating to, for example, first name and surname, VAT number, place of work, e-mail or PEC [certified e-mail] address, telephone and fax number, employer company, company role and/or job classification etc., shall be processed.

**d) Categories of recipients of personal data**

For the purposes referred to in paragraph (b), section (i) above, the personal data you have provided may be made accessible:

1. to the Data Controller's employees and collaborators, in their capacity as authorised data processing personnel (or so-called "data handlers");
2. to third parties who carry out activities also in outsourcing on behalf of the Data Controller, in their capacity as Data Processors; pursuant to Article 28 GDPR,
3. to judicial or supervisory authorities, administrations, public bodies and organisations (national and foreign);

Furthermore, Your personal data may be communicated to the following categories of subjects: State administrations, regional administrations, credit institutions, insurance companies, auditing companies, financial administration, tax assistance centres, judicial authorities, management and control bodies, members and/or shareholders, trade fair entities, freelancers. They may also be communicated to travel agencies during corporate or group meetings, as well as to business category organisations, public entities and bodies.

Should you express your consent to the use of personal data for the purposes referred to in paragraph (b), section (ii) above, the same can be made accessible to the subjects indicated in the previous points (1), (2), and (3).

**e) Period for which the personal data is stored**

The personal data collected for the purposes indicated in paragraph (b), section (i) above, will be processed and stored for the duration of any legal relationship established.

From the date of termination of this relationship, for any reason or cause, the data will be stored for the duration of the limitation time periods applicable by law.

The personal data collected for the purposes indicated in paragraph (b), section (ii) above, will be processed and kept for the time necessary to comply with these purposes, and in any case, for no more than 2 years from the date on which we receive your consent.

**f) Exercisable rights**

In accordance with the provisions of Chapter III, Section 1, of the GDPR, you may exercise the rights indicated therein and in particular:

- **Right of access** - To obtain confirmation of whether or not your personal data are being processed and, if so, to receive information regarding, in particular: the purposes of the processing, the categories of personal data concerned and the envisaged period for which the personal data will be stored, the recipients to whom the personal data may be disclosed (Article 15 of the GDPR),
- **Right of rectification** - To obtain, without undue delay, the rectification of inaccurate personal data concerning you, as well as the right to have incomplete personal data completed (Article 16 of the GDPR),
- **Right to erasure** - To obtain, without undue delay, the erasure of personal data concerning you, in the cases provided for by the GDPR (Article 17 of the GDPR),
- **Right of restriction** - To obtain from the Controllers the restriction of processing, in the cases provided for by the GDPR (Article 18 of the GDPR),
- **Right to portability** - To receive the personal data concerning you in a structured, commonly used and machine-readable format, and the right to transmit those data to another controller without hindrance, in the cases provided for by the GDPR (Article 20 of the GDPR),
- **Right to object** - To object to the processing of personal data concerning you, unless there are legitimate reasons for the Controllers to continue the processing (Article 21 of the GDPR),
- **Right to lodge a complaint with the supervisory authority** - To lodge a complaint with the Italian Data Protection Authority, Piazza di Montecitorio no. 121, 00186, Rome (RM).

You may exercise these rights by simply sending a request via e-mail to the PEC address of the Data Protection Officer, indicated above.

**g) Processing methods**

The processing of your Personal Data is carried out by means of the operations indicated in Article 4(2) of the GDPR - performed with or without the aid of IT systems - and more precisely their collection, registration, organisation, structuring, updating, preservation, adaptation or modification, extraction and analysis, consultation, use, communication by transmission, comparison, interconnection, limitation, erasure or destruction.

In any case, the logical and physical security of the data and, in general, the confidentiality of the personal data processed will be guaranteed by implementing all the necessary technical and organisational measures sufficient to guarantee their security.

**h) Manifestation of the Consent pursuant to the EU Regulation 2016/679 “General Data Protection Regulation”**

I, the undersigned

as legal representative (or attorney-in-fact vested with the necessary powers) of the following firm/company

Company name	
Tax Code	
VAT No.	
Registered office	
E-mail	
Tel. number	

confirm the correctness of my personal data as indicated above and declare that I have carefully read the content of the information provided by you pursuant to Article 7 of the GDPR and that I have received a copy of \_\_\_\_\_ it.

With reference to the processing for the following purposes:

1. organisation of events, meetings, conferences and seminars, also intended for professional training, through the use of data, e-mail address, business card, telephone and mobile number:

I give my consent	I do not give my consent
<input type="checkbox"/>	<input type="checkbox"/>

- 2. various types of marketing activities, including the promotion of professional services, the distribution of informational and promotional material, the sending of newsletters and publications, through the use of data, e-mail address, business card, telephone and mobile number:

I give my consent	I do not give my consent
<input type="checkbox"/>	<input type="checkbox"/>