

## **PRIVACY**

### **PRIVACY POLICY ON THE PROCESSING OF PERSONAL DATA IN ACCORDANCE WITH ART. 13 OF THE ITALIAN LEGISLATIVE DECREE 30 JUNE 2003 NO. 196**

The interested party (User or Customer) is informed that the Italian Legislative Decree 196/2003 (so-called "The Data Protection Code", hereinafter the Code) sets out provisions for the protection of individuals with respect to the processing of personal data. In accordance with the provisions of said Code and the relevant rules in force, processing will be based on the principles of propriety, lawfulness and transparency in respect of human rights and fundamental freedoms, as well as the dignity of the persons concerned, with particular reference to the confidentiality, personal identity and the right to the protection of personal data.

This policy is provided in accordance with Art. 13 of the Code;

a) The purpose of the processing that we intend to perform is to conclude, manage, and execute the contact requests as well as service supply requests submitted by the User; to organise, manage and execute the aforesaid contact requests as well as service supply requests submitted also by communication of data to third party suppliers; to comply with legal obligations or other obligations required by the competent Authorities.

b) The processing will be carried out in computerised/manual form.

c) The collected data will therefore be used for the complete and proper management of the contact requests or execution of the contract and will be made readily available to third parties to defend the rights and fulfill legal obligations or regulations required by the competent authorities, and they will be processed according to the principles of honesty, lawfulness and transparency protecting the confidentiality and the rights of the interested party and third parties.

The personal data of the User may be used to request his/her information, even via telephone, on the quality of the provided services, or rather on possible cancellations/transfers of such services as well as, with particular reference to the processing of traffic data, for service marketing purposes in accordance with Art. 123 of the Code.

The email addresses provided by the User in the context of the sale of services or products may be used for sending communications promoting or advertising services or products similar to those object of the sale, as per Art. 130, paragraph 4, of the Code. The User may refuse the use of the email addresses for such purposes as well as oppose to such processing at any time.

By expressing his/her "consent to receiving promotional and advertising communications", in accordance with Art. 130 of the Code, the interested party may receive advertising communications on all services other than those purchased which, in case of refusal, will not be sent.

We inform again that providing such data is optional, and that any refusal to the processing will not have any consequences, but may prevent from promptly and correctly processing the contact or rather service supply request submitted by the User.

The interested party may contact the Data Controller in order to assert his/her rights, as provided for in Art. 7 of the Code, the text of which can be found in full below:

Art. 7: "Right to access personal data and other rights:

1. The interested party has the right to obtain confirmation of the existence or not of personal data concerning him or her, even if not yet registered, and their communication in an intelligible form.
2. The interested party has the right to obtain the indication:
  - a) of the origin of the personal data;
  - b) of the purposes and methods of the processing;
  - c) of the logic applied in case of processing carried out by electronic instruments;
  - d) of the identification data of the data controller, of those responsible and the appointed representative in accordance with Article 5, paragraph 2;
  - e) of the subjects or categories of subjects to whom the personal data may be communicated or who may come to be aware of it as a State appointed representative, appointed by managers or persons appointed.
3. The interested party has the right to obtain:
  - a) the update, correction or, where it concerns them, inclusion of data;
  - b) the cancellation, the transformation into an anonymous form or the blocking of any data processed illegally, including those for which it is not necessary to keep, in relation to the purposes for which the data were collected or subsequently processed;
  - c) certification that the operations referred to in sub-paragraphs (a) and (b) have been brought to the attention, also as regards their content, of those to whom the data were communicated or disseminated, except in the case where this proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected.
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/her, even though they are relevant to the purpose of the collection;
  - b) to the processing of personal data concerning him or her for the purpose of sending advertising or direct sales material or for market research or commercial communications."

The requests need to be sent via e-mail: [firenze@terrazzabelfiore.it](mailto:firenze@terrazzabelfiore.it)