

## **Disclosure of information – “Data protection code”**

Thank you for providing us with your personal data. This letter explains how your data will be processed and how to proceed in order to assert your rights.

### **Disclosure of information in accordance with Italian Legislative Decree of 30.06.2003 "DATA PROTECTION CODE"**

In accordance with art. 13 of Italian Legislative Decree no. 196 of 30.06.2003 concerning the protection of persons and other subjects, we would like to inform you that the company CROMATURA DURA SRL, headquartered in VIA VOLTA, 1 - 21040 LOZZA ( VA), processes the personal data of customers and commercial partners.

Your personal data will be processed according to Italian Legislative Decree no.196 as well as following our company's principles of confidentiality and professionalism.

### **Goals and purposes of data processing:**

The fulfilment of accounting and fiscal obligations and the carrying out of activities strictly related to the commercial and business activity between you and our company, such as the keeping of internal statistics, invoicing or accounting (accounts receivable and accounts payable).

Purposes of a business nature such as the sending of business information and advertising materials (by post, fax or e-mail), marketing and market studies.

### **Way of data processing:**

With reference to the abovementioned aims, personal data are both stored and carried out through manual processing on paper, computerized or telematic tools, and accessible only to our appointed staff with logics that are strictly connected to the aims and in any case in such a way that data security and confidentiality are guaranteed.

### **Compulsory nature and consequences of data denial**

All the required data are compulsory and your denial to provide us with them will not allow us to guarantee the correct fulfilment of legal and contractual obligations.

### **Disclosure and dissemination**

The personal information processed by our company shall be subject to dissemination to :

- a) the company staff, trained about data security and confidentiality, responsible for data processing and managing the abovementioned services with the aims mentioned above.
- b) fiscal advisors and similar free-lance advisors, responsible for the books of accounts in order to guarantee the correct fulfilment of fiscal and legal obligations.
- c) Credit institutions and corporations in order to guarantee the correct fulfilment of fiscal and legal obligations.
- d) Financial administration, Excise and Revenue officers , Work Inspectorate and all the other public bodies who check and guarantee the correct fulfilment of legal obligations.

We assure that we will not disclose or disseminate your personal data to persons not necessary to carry out what you required.

### **Rights of the parties concerned**

The Data protection code grants the parties concerned the exercise of certain rights in accordance with art. 7.

In particular they have the right to receive notice about whether or not information on them exists and to be given more details in comprehensible form regarding this information, its origin and the purposes and

methods of its processing.

Moreover, the party concerned may request to be acquainted with the logics applied in case of processing carried out with the aid of electronic tools, the owner's essential identification data, the persons appointed to be in charge and the persons and categories of persons to whom the data can be communicated or who can acquire knowledge of it. (Art. 5 c.2)

The party concerned has the right to verify his or her information, to check it, to correct it and to supplement it as well as to demand that the information be deleted, blocked or transformed into anonymous information in the event that the processing violates legal regulations, including data whose storing is not necessary, with regard to the aims of their collection or processing.

The party concerned has also the right to be certain that the persons to whom the data can be communicated has become acquainted with what above, except when this comes to be either impossible or requires disproportionate efforts with regard to the preserved rights.

He or she has the right to refuse for legitimate reasons the processing of his or her information in whole or in part, even if pertinent to the aim of their collection, as well as to refuse without any reason the processing of his or her information if this information is to be used for purposes of commercial information, sending out of advertising material, direct sales or market research.

The rights under discussion may be asserted by the party concerned or by a person appointed by him or her by means of a request sent by registered mail or e-mail and directed to the person responsible for the processing Mrs. MAGNI GABRIELLA, c/o CROMATURA DURA SRL, VIA VOLTA, 1 - 21040 LOZZA ( VA) – Italy.

The holder of the processed information is:

CROMATURA DURA SRL, headquartered at VIA VOLTA, 1 - 21040 LOZZA ( VA), VAT IT02690960121 – phone n.+39 0332 816914 – e-mail: cromdura@cromdura.it.

The company reserves the right to modify or to revise this privacy notice at any time, especially in case of amendments of the law and/or new regulations.