

INFORMATION PURSUANT TO ART. 13 EU-REGULATION 2016/679 – CLIENTS

The undersigned **OV S.p.A. con socio unico** P.I. 02396990422, with registered office in Jesi, Via Pasquinelli n.2/A, in the person of its legal representative, as data controller, communicates that, for the establishment and management of the contractual relationship, it is the owner of your data, qualified as personal data pursuant to Regulation 2016/679.

LEGAL BASIS – PURPOSE: The provision of data is mandatory for all that is required by legal obligations, requests for estimates, pre-contractual and contractual obligations, therefore any refusal to supply them in whole or in part may make it impossible for the company to provide estimates, execute the contract or correctly carry out all the obligations required by law. OV S.p.A., under no circumstances sells your personal data to third parties or uses them for undeclared purposes. Specifically, the purposes and legal basis which authorizes the processing of your personal data are to be identified as specified below:

<u>Purpose:</u>	<u>Legal Basis:</u>
commercial information and quotes	Legitimate interest, pre-contractual obligations, Civil Code, art. 6, paragraph 1, letter. b) and f) GDPR
Fiscal, administrative and accounting requirements. Communications to organizations.	State law, art. 6, paragraph 1, letter. c) GDPR
Establishment of contractual relationship	Agreement between the parties, Civil Code, art. 6, paragraph 1, letter. b) GDPR
dispute management - debt collection	Civil Code – State law, legitimate interest, art. 6, paragraph 1, letter. f) GDPR

RECIPIENT CATEGORIES: Without prejudice to the communications carried out in fulfillment of legal and contractual obligations, all data collected and processed may be communicated in Italy exclusively for the purposes specified above to the following recipients:

DATA CATEGORIES - Common personal data (art. 6 GDPR)	RECIPIENT CATEGORIES External managers, public bodies, Revenue Agency, credit institutions, consultants and professionals who provide professional services.
DATA CATEGORIES – Details (Art. 9 GDPR) Not treated	RECIPIENT CATEGORIES no

PROCESSING METHODS: We inform you that the data will be processed using the following means: Mixed - electronic and paper, with observance of every suitable measure to guarantee their security and confidentiality, with access permitted only to authorized operators, previously appointed as Designated Data Processors, who have followed specific training courses and are periodically updated on privacy rules and made aware of the respect and protection of the dignity and confidentiality of data. All operators who access computerized data are identifiable and equipped with a personal password; access to the data is permitted only for the purposes related to the role assigned to the individual employee and only for the time strictly necessary to achieve the purposes for which they were collected. The Data Controller performs data processing and back up of its own data on the server and their storage is carried out within the European Union. The data provided by the interested party will not be disclosed to third parties or used for customer profiling.

RIGHTS OF THE INTERESTED PARTY: With regard to the data itself, the rights provided for by the GDPR may be exercised in the following ways.

<u>RIGHTS OF THE INTERESTED PARTY</u>	<u>EXERCISE OF RIGHTS</u>
art. 15 - "Right of access of the interested party"	Right to obtain confirmation from the Data Controller as to whether or not personal data concerning him or her is being processed and, if so, to obtain access to the personal data.
Art. 16 - "Right of rectification"	Right to obtain from the Data Controller the rectification of inaccurate personal data concerning him or her, without unjustified delay. Taking into account the purposes of the processing, the interested party has the right to obtain the integration of incomplete personal data, also by providing an additional declaration.
Art.17 - "Right to cancellation"	Right to obtain from the Data Controller the deletion of personal data concerning you, without unjustified delay, if one of the reasons provided for by the law exists.
Art. 18 – "Right to limit processing"	Right to obtain from the Data Controller the limitation of processing, when one of the hypotheses provided for by the law occurs.
Art. 20 – "Right to data portability"	Right to receive in a structured, commonly used and machine-readable format the personal data concerning him/her provided to a data controller and has the right to transmit such data to another data controller without impediments by the data controller who supplied them.
Art. 21 - "Right to object"	The interested party has the right to object at any time, for reasons related to his/her particular situation, to the processing of personal data concerning him/her.
Art. 7 "Right to revoke consent"	Right to revoke the consent you have given at any time. Withdrawal of consent does not affect the lawfulness of the processing based on consent before the revocation. If the interested party does not provide the requested data or withdraws the given consent, it will result in the failure to establish and/or continue the employment relationship.
Art. - 77 "Right to complain"	Right to file a complaint with the territorially competent Supervisory Authority, if you believe that the processing of your data violates the Regulation.

CONSERVATION PERIOD

All the aforementioned data will be retained even after the termination of the commercial relationship for the fulfillment of any obligations related to contractual and legal obligations, for the purposes for which they were collected for a period not exceeding ten years from their processing, without prejudice to any interruptions or suspensions of terms.

Contact details of the data controller for the exercise of rights: OV S.p.A. con socio unico, P.I. 02396990422, with registered office in Jesi, Via Pasquinelli n. 2/A, Tel. 0737.783533, e-mail qualitaov@ovdiluente.it