

## Information pursuant to art. 13 and 14 of European Regulation 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data

We would like to inform you that the processing of personal data provided by you or not provided directly by you, is carried out with fairness and transparency, for lawful purposes and in the protection of your privacy and your rights.

The personal data processed may be the following: personal data (name, surname, date of birth, etc.), tax code, company contact details (e.g. email, landline and mobile telephone number, etc.), company positions and role, company to which they belong, place of work and the company to which they belong. Such data is collected only if necessary for the purposes indicated below.

In cases where your personal data has not been provided to us by you, it may have been provided to us by your company, collected from websites, public registers or public directories or communicated by your acquaintances, both in the professional and private spheres.

Your personal data is processed for the purposes set out below.

- a) **Management of pre-contractual information and fulfilment of contractual obligations assumed** for the supply/purchase of products/services. The data processed for these purposes are kept for the time required by the laws in force or, in cases where legal obligations are not applicable to the storage, are kept for 2 years from the last contract/order or for 2 years from your resignation/dismissal.
- b) **Fulfilment of obligations deriving from laws, regulations, EU legislation and civil and tax rules:** for example in administrative, accounting, tax, health and safety at work, etc. The data processed for these purposes are stored for the time required by the laws in force.
- c) **Drafting of technical project documents:** in some cases the video recording of call conferences may be required, this video recording is necessary for the drafting of technical project documents. The data processed for this purpose are stored for a maximum of 30 days.

The processing of personal data referred to in purposes a) is **lawful** because it is necessary for the execution of a contract with the customer/supplier company or for the management of pre-contractual information. Your consent is not required for this processing, except in the case where special data are provided.

The processing of personal data referred to in purposes b) is **mandatory by law**. Your consent is not required for such processing.

The processing of data referred to in purpose c) is **lawful** subject to obtaining your consent.

The **provision** of data – purpose a) – is necessary for pre-contractual and contractual obligations. Failure to provide it may make it impossible to receive and provide pre-contractual information and to complete the stipulation of the contract.

The **provision** of data – purpose b) – is mandatory by law. Failure to provide it will make it impossible to complete the stipulation of the contract and the fulfilment of all the consequent legal obligations.

Within the limits strictly necessary for the purposes indicated above and in full protection of confidentiality and your rights, your personal data may be **known** by employees and collaborators, as they are authorized to process, as well as **communicated**, also for legal obligations and in any case always within the scope of the aforementioned purposes, to consultants and freelancers, to providers of electronic communication services, to cloud service providers, banks and companies that perform tasks for us of an exclusively administrative, accounting, tax, technical and organizational nature.

No form of dissemination of data is envisaged.

We would also like to inform you that the European Regulation **grants you certain rights**, as far as they are applicable to the processing carried out and to the defined purposes, such as the right to access your personal data, the right to object to processing, the right to rectification, portability, limitation of processing, erasure and withdrawal of consent.



For purpose c) You **have the right to withdraw your consent** at any time without affecting the lawfulness of the processing based on the consent given before the withdrawal.

These rights can be exercised **by sending requests to the Data Controller:**

DEEPSER SRL Via Luigi dalla Via 3/B, 36015 Schio (VI) Tel: 0445 538231 Email: info.legal@deepser.com; Certified email: deepdesk@pec.it

We also remind you that you also have the right to **lodge a complaint with the supervisory authority.**

I, the undersigned..... I declare that I have read the information and:

**authorize**

**I do not authorize**

**the video recording of the call conferences** in order to allow the correct drafting of the technical project documents.

Date

Signature

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