

Information on data processing pursuant to Article 13 of EU Regulation 2016/679

Data Controller

TECRA S.r.l.

VAT and Tax Code: 06318890966

Via Benedetto Croce, n. 19

26900 Lodi

Contact Details

Tel. +39.0371.87083

Email: info@tecrasrl.it

P.E.C.: info@pec.tecrasrl.it

All personal data that will be communicated or otherwise transmitted to Tecra S.r.l. will be processed solely for the purposes indicated in this privacy notice and in a manner instrumental to their fulfillment, and will be processed according to principles of lawfulness and fairness and in such a way as to protect confidentiality and recognized rights, in compliance with adequate security and data protection measures provided for by the Privacy Code and the Regulation.

You communicate your personal data for the management of your requests and any other related activity. In this sense, therefore, you assume the role of Data Subject. We therefore ask you to read this privacy notice, remembering that for any doubts or other information, you can contact Tecra S.r.l. at the contact details indicated above. Below, instead, you will find the privacy notice relating to the processing of your personal data.

1. Type of data processed and source

The processing concerns identification and contact data (name, surname, company affiliation, organizational role, email and telephone contact). In case of changes during pre-contractual activities, the Data Subject undertakes to communicate the updated data to the Data Controller without delay. Data will be processed only to the extent that they are indispensable in relation to the purposes indicated below and mandatory by law. There is no automated decision-making process or profiling activity.

2. Purpose, legal basis and optional nature of processing

The personal data of the Data Subject will be processed for the following purposes:

	Processing	Legal Basis	Retention Period
A	Execution of pre-contractual measures, preliminary and subsequent activities, management of information and contact requests, with consequent sending of informational material and fulfillment of any other arising obligation, registration in company database	Performance of a contract to which the data subject is party or performance of pre-contractual measures taken at the data subject's request (Art. 6.1.b GDPR)	10 years, unless different terms provided by law
B	Fulfillment of any legal obligations	Compliance with a legal obligation to which the controller is subject (Art 6.1.c GDPR)	10 years, unless different terms provided by law

	Processing	Legal Basis	Retention Period
C	Internal statistical analysis	Legitimate interest of the Data Controller (Art. 6.1.f GDPR)	10 years, unless anonymization or different terms provided by law
D	Litigation management	Pursuit of the legitimate interest of the Controller aimed at defending a right in administrative and judicial proceedings (Art. 6.1.f GDPR)	10 years, unless different terms provided by law
E	Sending of own advertising material or direct sales or commercial communications relating to the Controller's products or services	Consent of the Data Subject (Art. 6.1.a GDPR)	Until cancellation request by the Data Subject

The provision by the Data Subject of their personal data for the purposes referred to in points a) to d) of this paragraph is optional, but failure to do so will make it impossible to implement the pre-contractual measures to be adopted.

The provision by the Data Subject of their personal data and consent to processing for the purpose referred to in **point e)** of this paragraph **is optional**. There are no consequences in case of refusal and denial of consent to processing by the Data Subject. The Data Subject may revoke/grant consent to processing at any time, easily and free of charge, by writing to the contacts indicated in the header.

3. Recipients and transfer of personal data

The personal data of the Data Subject may be shared with:

- internal personnel authorized to process the Controller's personal data (e.g. employees);
- consultants and credit institutions for accounting-administrative purposes, companies providing newsletter management and sending services and commercial communications, CRM, contracting companies in case of assignment of work, even partial, to external companies and other Data Processors specifically identified and appointed;
- subjects, entities or authorities to whom it is mandatory to communicate the Data Subject's personal data by virtue of legal provisions or authorities' orders.

The transfer of the Data Subject's data to non-EU countries takes place only in compliance with Chapter V of the GDPR (Articles 44-50 GDPR). In particular, the transfer is based on:

- adequacy decisions of the European Commission, pursuant to Art. 45, paragraph 1, of the GDPR (when the Commission has determined that a third country ensures an adequate level of data protection).
- Standard Contractual Clauses (SCC) adopted by the European Commission, pursuant to Art. 46, paragraph 2, letter c), of the GDPR, together with the adoption of any supplementary measures necessary to ensure a level of protection substantially equivalent to that of the European Union.

4. Storage of personal data

The personal data provided by the Data Subject are stored, for the purposes indicated in paragraph 3 of this notice, in paper, computer and telematic archives located in countries where the GDPR is applied. The Data Subject's personal data will be stored only for the time necessary for the purposes for which they are collected, respecting the principle of minimization referred to in art. 5, paragraph 1, letter c), of the Regulation. In the event that consent to processing for marketing purposes is denied (par. 2, letter d)), the personal data processed for the purposes referred to in paragraph 2, letters a) to c), will be stored for 24 months, at the end of which they will be automatically anonymized, unless the contract is subsequently concluded. In the event that consent to processing for marketing purposes is given (par. 2, letter d)), personal data will be stored until express revocation of consent or cancellation request.

5. Privacy rights pursuant to Articles 15 et seq. of EU Regulation 2016/679

The Data Subject has the right to ask the Controller, at any time, for access to their Data, updating, rectification, integration, cancellation, to request limitation of processing or to obtain in a structured format, commonly used and readable by automatic device, the personal data concerning the Client in the cases provided for by art. 20 of the Regulation.

We also inform you that the Data Subject has the right to object, pursuant to art. 21 of the Regulation, for legitimate reasons, to the processing of data, initially or on the occasion of subsequent communications to such processing.

Requests must be submitted in writing to the Data Controller at the contacts indicated in the header.

In any case, the Data Subject always has the right to lodge a complaint with the competent supervisory Authority (Data Protection Authority), pursuant to art. 77 of the Regulation, if they believe that the processing of their data is contrary to current legislation.

The undersigned, _____, declares to have received, read and understood the Privacy Policy pursuant to art. 13 of EU Regulation 2016/679 (GDPR) and

☐ Grants consent

☐ Denies consent

to be contacted via email by Tecra S.r.l. for marketing purposes (see par. 2, point e of this notice).

(place, date) _____, _____

Signature
