CERDOMUS S.R.L.

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(RA)
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VAT No. 02620780391
Certified email (PEC): cerdomus@pec.it

Personal Data Processing Notice, pursuant to Articles 13-14 of EU Regulation 2016/679

Data Subjects: Suppliers and their Points of Contact.

CERDOMUS S.R.L., in its capacity as Data Controller of your personal data, pursuant to and for the purposes of EU Regulation 2016/679, hereinafter the GDPR, hereby informs you that the aforementioned legislation provides for the protection of data subjects with respect to the processing of personal data, and that such processing rests on principles of fairness, lawfulness, transparency and the protection of your privacy and your rights.

Your personal data will be processed in accordance with the legislative provisions of the above-mentioned regulation and the confidentiality obligations set forth therein.

At the time of processing, the Data Controller may handle categories of common personal data and, more specifically: economic, commercial, financial and insurance activities, tax ID and other personal identification numbers, name, address or other personal ID information.

Furthermore, the Data Controller may become aware of special categories of personal data, namely: Common and specific personal data contained in messages. Personal data belonging to these special categories are processed in compliance with Art. 9 of the GDPR.

Purpose and legal basis of the processing: your data will be processed for the following purposes related to the fulfilment of statutory and regulatory requirements:

- mandatory fiscal and accounting requirements;
- requirements pursuant to current laws.

Your data will also be used for the implementation of contractual or pre-contractual requirements:

- supplier management;
- quality management;
- activity planning;
- supply order history.

Processing methods. Your personal data may be processed by:

- entrusting processing operations to third parties;
- processing by means of electronic calculators;
- manual processing by means of paper archives.

All processing takes place in compliance with the methods set out in Articles 6 and 32 of the GDPR, and through the adoption of the appropriate security measures provided for.

Your data will be processed only by personnel expressly authorised by the Data Controller and, more specifically, by the following categories of authorised personnel:

- Duly appointed and trained staff;
- Administration office.

Communication: your data may be shared with external parties for the correct management of contract terms, and, in particular, to the following categories of Recipients, including all duly appointed Data Processors:

- banks and credit institutions;
- consultants and contractors, including partnerships;
- public and/or private entities to whom data must be provided in order to comply with statutory and regulatory requirements, or, in any case, to adequately manage contract requirements;
- freight forwarders, transporters, owner-drivers, post offices and logistics companies.

Dissemination: Your personal data will not be disclosed in any way.

Your personal data may also be transferred, limited to the purposes indicated above, to the following countries:

- United States for sending emails and newsletters through the Mailchimp communication platform.

Retention Period. In compliance with the principles of lawfulness, purpose limitation and data minimisation, pursuant to Art. 5 of the GDPR, your data will be stored for:

- a period of time not exceeding the achievement of the purposes for which data are collected and processed in order to manage and fulfil contract requirements;
- a period of time not exceeding the completion of the services provided;
- a period of time not exceeding the achievement of the purposes for which data are collected and processed, and in compliance with the mandatory timeframes set forth in the law.

Data Controller: the Data Controller, pursuant to the law, is CERDOMUS S.R.L. (VIA EMILIA PONENTE 1000, 48014 CASTEL BOLOGNESE (RA), VAT number 02620780391, email: privacy@cerdomus.com, telephone +39 0546.652111), POC: Paolo Turbati.

You have the right to request from the Data Controller the deletion (right to be forgotten), limited processing, update, rectification and portability of your data, as well as to object to their processing, and, more in general, to exercise all the rights provided for by Articles 15, 16, 17, 18, 19, 20, 21, 22 of the GDPR.

EU Regulation 2016/679: Articles 15, 16, 17, 18, 19, 20, 21, 22 - Rights of Data Subject

1. Data Subjects have the right to receive confirmation of the existence or lack thereof, of their personal data, even yet to be registered, their provision in an intelligible form and to lodge a complaint with the Supervisory Authority.

2. Data Subjects have the right to obtain information on:

a. origin of personal data;
b. purposes and methods of processing;
c. logic applied in case of processing performed with the aid of electronic instruments;
d. identifying details of Data Controller, Data Processors and any of their designated representative(s), pursuant to Article 5, paragraph 2;
e. subjects or categories of subjects to whom the personal data may be communicated, or who may become aware of them in their capacity as designated representative in Italy, as well as processors or persons in charge.

3. Data Subjects have the right to:

a. have data updated, amended or supplemented, as warranted;
b. have data deleted, anonymised or blocked, when processed in violation of the law, to include data whose retention is not necessary in relation to the purposes for which such data were collected or processed;
c. receive a certification that the operations referred to in letters a) and b) have been brought to the attention, also with regard to their content, of those to whom the data have been provided or disclosed, except in the case in which such fulfillment proves impossible or involves the use of means manifestly disproportionate to the right protected;
d. have their data in portable form.

4. Data Subjects have the right to object, in whole or in part:

a. for legitimate reasons, to the processing of their personal data, even if pertinent to the purpose of the collection;
b. to the processing of their personal data for the purpose of sending advertising or direct sales material, or for conducting market research or for commercial communication.