

# GOMAN S.R.L.

**TO CUSTOMERS  
TO SUPPLIERS**

Subject: **INFORMATION for the processing of data pursuant to Articles 13-14 of Regulation (EU) 2016/679**

In relation to EU Regulation 2016/679 (hereinafter also referred to as the Regulation), the following information is provided.

## **1. DATA CONTROLLER**

GOMAN S.R.L. with registered office in Via Maestri Del Lavoro n. 8 Castiglione delle Stiviere (MN) Italy, Telephone number +39 0376 671780, Fax +39 0376 671286, Email info@goman.it, PEC goman@dadapec.com, as Data Controller of your personal data, pursuant to and for the purposes of Regulation (EU) 2016/679, concerning the "protection of natural persons with regard to the processing of personal data and on the free movement of such data", hereby informs you that the processing of your data will be based on the principles of fairness, lawfulness, transparency and protection of your privacy and rights. In relation to the collection and use of personal data, the data controller shall first of all note that the data are collected from the data subject, both at the time of formulating the estimate and at the time of signing the contract and in any case of providing the service or during the course of the same.

## **2. REPRESENTATIVE OF THE DATA CONTROLLER (Article 27 of the Regulation)**

The figure of the Representative of the Data Controller is not provided within this organization as it is not necessary under the Regulation itself.

## **3. RESPONSIBLE FOR DATA PROTECTION (Articles 37 to 39 of the Regulation)**

There is no Data Protection Officer (also called Data Protection Officer - DPO) within this organization, as this is not required by the Regulation itself.

## **4. PURPOSE OF TREATMENT**

The processing of your personal data, as customer or supplier of the writer, is performed to regulate the contractual relationship by fulfilling legal, regulatory and contractual obligations and in particular for purposes related to the establishment and development of commercial / contractual relationships and so on:

- the execution of the service/provision of the good to the company;
- legal obligations connected with civil, fiscal and accounting standards, as well as with EU regulations and provisions;
- objectives of a financial and credit nature, as well as the control and protection of credits.

The processing of data relating to your contact details may also be carried out for direct marketing purposes, by sending newsletters or invitations or commercial communications.

### **The data processed may relate to:**

personal data (for example: name, surname, place and date of birth, fiscal code, residence, domicile, even temporary, family status), bank details, email and telephone numbers.

## **5. LEGAL BASIS AND LICENSE OF TREATMENT**

With reference to the lawfulness of the identified treatment, the undersigned specifies the legal bases on which it is based. For the purposes of point 4 above, the processing is necessary both for the execution of a contract of which you are a party (art. 6, paragraph 1, letter b) of the Regulation) and for the pursuit of the legitimate interest of the data controller or third parties (art 6, paragraph 1, letter f) of the Regulation also, the processing is necessary to comply with legal obligations to which the writer is subject (art 6, paragraph 1, letter c) of the Regulation).

The processing of data for direct marketing purposes is based on the legitimate interest of the Company.

## **6. TREATMENT MODALITIES**

The personal data in question may be processed using paper, computer and electronic means, with the use of security measures to ensure the confidentiality of the person to whom the data refer and to avoid undue access

to third parties or unauthorized personnel. In any case, your personal data will be processed in accordance with the law, according to principles of lawfulness and fairness and in order to protect your privacy.

### **7. NATURE OF DATA SUPPLY**

The provision of data is mandatory for all legal and contractual obligations. Any partial or total refusal to provide the mandatory data will make it objectively impossible to establish or further develop any relationship with you.

### **8. DATA COMMUNICATION**

The personal data contained in invoices and company documents may be communicated by the undersigned, solely for reasons relating to the transfer of goods and services, accounting correctness and for purposes of making payments to banks and credit institutions, insurance companies, public administrations, correspondent companies, professional firms of tax consultants and lawyers, self-employed workers and freelancers.

The data relating to contact details may also be communicated to the couriers in charge of transport.

In addition, your data may come to the attention of managers, suppliers and IT consultants who in various ways are involved with assistance, maintenance of company software in use, IT systems, network infrastructure and data hosting.

These subjects are appointed Data Processors of the data processing organization. The updated list of data processors and Distributors is kept at the headquarters of the Data Controller.

### **9. DIFFUSION OF DATA**

The processed personal data, in no way, will be brought to the attention of undetermined subjects.

### **10. TRANSFER ABROAD**

The processed personal data will not be transferred abroad, inside or outside the European Union. However, it is reserved the right to use cloud services, in which case the service providers will be selected from those who provide adequate guarantees (in accordance with Art. 46 of the Regulation 2016/679).

### **11. RIGHTS OF THE DATA SUBJECT**

It is granted the right to:

- know which personal data are processed by the writer, their origin, purpose and method of treatment (art. 13-14 Regulation 2016/679);
- obtain the cancellation and/or destruction of data processed in violation of the law, as well as the updating, correction or integration of data (art. 13-14 Regulation 2016/679);
- submit a correction request to the data controller (art. 13-14 Regulation 2016/679);
- propose a complaint with a supervisory authority (Art. 13-14 Regulation 2016/679);
- submit a request for cancellation (right to be forgotten) of the data managed by the data controller (art. 17 Regulation 2016/679);
- submit a request for the limitation of treatment (Art. 18 Regulation 2016/679);
- submit a request of opposition in cases where the treatment falls within the meaning of art. 21 Regulation 2016/679.

### **12. DURATION OF THE TREATMENT**

The treatment will last no longer than necessary for the purposes for which the data were collected and for the fulfillment of legal obligations and in any case not more than 10 years from the termination of the contractual relationship.

### **13. CONTROLLER**

In order to be informed about the external figures of the person in charge of processing, you may request information from the administration office.