

## Information document pursuant to and for the purposes of Article 13, Regulation 2016/679 (EU)

In compliance with Regulation 2016/679 (EU), or GDPR, regarding the processing of personal data protection, you have the right to know all the information regarding the processing of your personal data in a clear and transparent way. With this document, we intend to provide you with all the information you need to know.

### 1. DATA CONTROLLER

The data controller is EMMEBI S.R.L. – Sistemi per l'ambiente, with registered office in Via Paolo Imperiale, 4 int. 12 - 16126, Genoa (GE), in the person of the pro-tempore legal representative.

### 2. PERSONAL DATA WE COLLECT

By the term "Personal Data" we mean any information that may concern you and that can identify or make you identifiable. To allow the possible establishment of a commercial relationship, or even just to start trying it, we are obliged to ask you for a whole series of data, such as personal data, contact details (e-mail and telephone), tax code, document data recognition, further information relevant and necessary for the performance of the contract; which may be attributable to the person who decides to start a relationship, but also, given the activity we carry out, to third parties (eg employees or collaborators) connected in any case.

### 3. HOW AND WHY WE USE YOUR PERSONAL DATA

The law on the protection of personal data provides for the possibility of using personal data only for certain purposes and where they have a legal basis for doing so.

Below, we explain the reasons that lead to treat them:



For the correct management of contractual and commercial relationships.

The legal basis is the pre-contract or the contract. It means that your data is necessary to start the first steps for a possible business relationship, or because we have to enter into a contract and execute it.



For the administrative and accounting management of relationships.

The legal basis is the fulfillment of legal obligations regarding the keeping of accounting records. This implies that the data are essential for both parties to comply with the obligations that the legislation imposes.



For the protection of the health and safety of workers and the environment.

The legal basis is the fulfillment of legal obligations regarding health and safety in the workplace and environmental regulations. This implies that the data are essential for both parties to comply with the obligations that the legislation imposes.



For the exercise and / or defense of rights regarding contractual and commercial relationships.

The legal basis is the legitimate interest in the protection of rights and in the request to exercise one's claims.



The data, for all purposes, are essential and mandatory to stipulate or correctly execute the contract. In the absence of the provision, we will not be able to process any request.

### 4. HOW LONG WE KEEP THE DATA

The data will be processed and stored for the duration of the contractual relationship, which could vary depending on whether the relationship is for individual contracts or for ongoing contracts. In any case, the conservation will not go beyond the 10-year term, with effect from the termination of any relationship.

The terms may have a longer duration, in the event of exercise and / or defense of rights. In this situation, the 10-year term starts from the final decision of the decision.

## 5. WHO WILL PROCESS YOUR DATA

Your data will be accessible to our employees and collaborators, authorized and trained to carry out the indicated treatments. If necessary, and not being able to do without it, the data may be disclosed to third parties who provide ancillary or instrumental services that we cannot perform internally, such as companies and firms that offer legal support, companies or firms that provide assistance and advice on the issues connected to the activity carried out by our company, banks and credit institutions; those who provide these services operate as data processors. No one else will be aware of your personal data, unless specifically requested by the judicial or public security authorities. No data will be disclosed externally.

## 6. WHERE WE STORE YOUR DATA

Your personal data are processed at our offices and in any case within the territory of the European Union. Only if it is necessary to transfer them outside the EU, for technical and / or operational reasons, the transfer will take place in compliance with the provisions of the law and all appropriate precautions, including contractual ones, will be taken so that protection can be guaranteed, the security and confidentiality of your personal data being transferred.

## 7. WHAT ARE YOUR RIGHTS

You can always exercise your rights regarding the personal data we hold about you by writing to the e-mail address [privacy@emmebiambiente.com](mailto:privacy@emmebiambiente.com). In this sense:



You have the right to access the information.



You have the right to have us correct any inaccuracies.



You have the right to request cancellation. You can do this by asking us to delete all personal data we hold about you, if it is no longer necessary for us or mandatory to keep it.



You have the right to transfer your data. We will provide you with a digital copy in a readable format. We will not do so to the extent that this involves the disclosure of data of another person other than you.



You have the right to request the limitation of the processing.



You have the right to object to the processing.



You have the right to complain about our use of your data. In this case, please let us know first so that we can address your concerns. If we are unable to do so, you can always contact the Italian Data Protection Authority at the web address <https://www.garanteprivacy.it/>.

## 8. MODIFICATION OF PRIVACY POLICY

Every day we strive to constantly improve, so it is also your commitment to periodically read this policy to check the changes and updates made.

To help you check, at the bottom of the page you will always find an indication of the policy update date.

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