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Information on the processing of personal data [article 13 of the reg. (U.E.) n. 679/2016]

Dear Customer,

in accordance with the provisions of art. 13 of the reg. (U.E.) n. 679/2016 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals regarding the processing of personal data and on the free handling of such data, we provide the following information:

Contact details of the data controller:

The data controller is Akifix S.p.A., located in corso Italia, 27 - Bolzano (BZ), 39100, which can be contacted at 0731-619025 and on akifix@akifix.com.

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Purposes and related legal bases for processing your personal data:

Your personal data will be processed in a lawful, correct and transparent way in your comparisons for the following purposes:

- The performance of the services requested by you to Akifix SpA, indicated in the contract you signed with it and the related administrative, accounting and tax obligations, including - by way of example - the management of the contractual relationship and any disputes: legal bases are the execution of a contract of which the party is a party, pursuant to art. 6, p. 1, l. b) of the reg. (U.E.), the fulfillment of a legal obligation to which the data controller is subject, pursuant to art. 6, p. 1, l. c) of the reg. (U.E.) and the pursuit of the legitimate interest of the data controller, pursuant to art. 6, p. 1, l. f) of the reg. (U.E.);
- The evasion of the related obligations, regarding the protection of personal data, deriving from legal obligations, including - by way of example - the provision of appropriate information: the legal basis is the fulfillment of a legal obligation to which it is subject the data controller, pursuant to art. 6, p. 1, l. c) of the reg. (U.E.)
- Protection of the corporate assets of Akifix SpA by ordinary and extraordinary maintenance of hardware and software used, as well as electronic mail: the legal basis is the pursuit of the legitimate interest of the data controller, pursuant to art. 6, p. 1, l. f) of the reg. (U.E.);
- The use of the functions of a business information platform: the legal basis is the pursuit of the legitimate interest of the data controller, pursuant to art. 6, p. 1, l. f) of the reg. (U.E.);
- Communication via e-mail of news related to the economic activity carried out by Akifix S.p.A. and to the events organized by the same: the legal basis is the consent given by the interested party for one or more specific purposes, pursuant to art. 6, p. 1, l. a) of the reg. (U.E.).

Categories of your processed personal data:

Your personal data collected and processed by Akifix S.p.A. are only those appropriate, relevant and limited to what is necessary with respect to the purposes listed above, therefore they will concern:

- By way of example, your business name, contact details and, in any case, what is strictly necessary in order to perform the services you have requested to Akifix SpA, indicated in the contract signed by you and to fulfill the related obligations administrative, accounting and tax;
- By way of example, your trade name and, in any case, what is strictly necessary for the purpose of processing the related obligations regarding the protection of personal data deriving from legal obligations;
- Only archived personal data strictly necessary for the purpose of protecting the corporate assets of Akifix S.p.A. by ordinary and extraordinary maintenance of hardware and software used, as well as electronic mail;
- By way of example, your business name, information relating to your payment and, in any case, what is strictly necessary in order to use the functions of a business information platform;
- Only your business name and e-mail address in order to communicate via e-mail news related to the economic activity carried out by Akifix S.p.A. and to the events organized by the same.

Categories of recipients of their personal processed data:

Akifix S.p.A.

Sede logistica e amministrativa: Viale Caduti sul Lavoro, 9 - 11 - 13 - 60030 Monsano - Ancona - Italy
Tel. +39 0731 61 90 25 Fax +39 0731 61 92 80

Sede logistica Nord Italia: Via dell'Adige, 5 - 39040 - Cortaccia - Bolzano - Italy
Tel. +39 0471 81 78 00

Sede legale: Corso Italia, 27 - 39100 Bolzano - Italy

C.F./P.IVA/ R.I. Bolzano 02395720424 Capitale sociale € 3.122.222,00 i.v. - Numero REA BZ-216432

Società sottoposta ad attività di direzione e coordinamento da parte di Akifix Holding S.r.l. - P.IVA/C.F. 03189170214

Website: www.akifix.com **e-mail:** info@akifix.com akifix@akifix.com





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A recipient is defined as the natural or legal person, public authority, service or another body that receives communication of personal data, except for public authorities receiving personal data during a control, pursuant to art. 4, n. 9 of the reg. (U.E.).

Regarding the processing of your personal data carried out by Akifix S.p.A. for the purposes listed above, the recipients of your personal data may be:

- Employees and / or trainees (administrative area and commercial area) of Akifix SpA, as people in charge of processing personal data, in order to carry out the services requested by you, indicated in the contract signed by you and evade the related administrative, accounting and tax obligations, fulfilling the related obligations regarding the protection of personal data deriving from legal obligations, protecting the corporate assets of Akifix SpA through the ordinary and extraordinary maintenance of hardware and software used, as well as e-mail, use the functions of a business information platform and communicate via e-mail news related to the economic activity carried out by the same and the events organized by the same: specifying that all such subjects are duly trained on the appropriate measures to be taken regarding the protection of personal data.
- Subjects external to our organizational structure, such as - by way of example - trade agencies and / or commercial agents, as data processors, in order to perform the services you have requested to Akifix SpA, indicated in the contract you have signed with the same: it is specified that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Subjects external to our organizational structure, such as - by way of example - banks and financial institutions, as data processors, in order to perform the services you have requested to Akifix SpA, indicated in the contract signed by you with the same: it is specified that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Subjects external to our organizational structure, such as - by way of example - tax collectors and / or accounting experts and / or chartered accountants, as data processors, in order to fulfill the related administrative, accounting and tax obligations: it is specified that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Subjects outside our organizational structure, such as - by way of example - auditors, as data controllers, in order to fulfill the related administrative, accounting and tax obligations: it is specified that all such subjects are bound to Akifix SpA. by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Public entities, such as - by way of example - the Revenue Agency, as data controllers, in order to fulfill the related administrative, accounting and tax obligations;
- Subjects external to our organizational structure, such as data controllers, in order to fulfill the related obligations regarding the protection of personal data deriving from legal obligations: specifies that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Subjects outside our organizational structure, such as data processors, in order to protect the company's assets through the ordinary and extraordinary maintenance of hardware and software used, in addition to that of e-mail: it is specified that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them;
- Subjects external to our organizational structure, such as - by way of example - consultants in commercial information, as data processors, in order to use the functions of a business information platform: it is specified that all such subjects are bound to Akifix SpA by a special contract providing for adequate measures to be taken to guarantee the protection of personal data entrusted to them.

Transferring your personal data to a third country or an international organization:

Akifix S.p.A. has evaluated the transfer of your personal data to a third country or an international organization as not necessary for the purposes listed above.

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Retention period of your processed personal data:

Akifix S.p.A. will retain your personal data in a form that allows your identification for a period not exceeding the completion of the services requested by you, indicated in the contract signed by you and for a further period of 10 years from the evasion of the related administrative adempments, social security, insurance and tax obligations or the evasion of the related obligations, with regard to the protection of personal data, arising from legal obligations, and then provide for their destruction or cancellation.

Akifix S.p.A. will retain your personal data in a form that allows your identification for a further period of 5 years from the use of the functions of a business information platform, and then arrange for their destruction or cancellation.

Akifix S.p.A. will retain your personal data in a form that allows your identification until the possible revocation of your consent in order to communicate via e-mail news related to the economic activity carried out by the same and the events organized by the same, and then provide to their destruction or cancellation.

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Your rights

You, as an interested party, can exercise the right to

- Access your personal data processed, pursuant to art. 15 of the reg. (U.E.) in order to:
 - ❖ Verify the processing of your personal data and, if so:
 - ✓ Verify the purposes of processing your personal data.
 - ✓ Check the categories of your personal processed data.
 - ✓ Check the categories of recipients of your personal processed data.
 - ✓ Verify the retention period of your personal data processed.
 - ✓ Verify the possibility of exercising the right to rectify your personal data processed, deletion of your personal data processed or limitation of the processing of your personal processed data.
 - ✓ Check the possibility of proposing a complaint to the Guarantor for the protection of personal data.
 - ✓ Verify the use of an automated decision-making process and, if so, the logic used.
 - Correcting your personal data processed, pursuant to art. 16 of the reg. (U.E.), in case of inaccuracy of the same.
 - To obtain the cancellation of your personal processed data, pursuant to art. 17 of the reg. (U.E.), without prejudice to the existence of a legal obligation to the contrary or the presence of the need to treat the same for purposes of assessment, exercise or defense of a right in court, in case of:
 - ❖ The absence of the need to treat them for the stated purposes has passed.
 - ❖ Preventive or simultaneous withdrawal of consent to the processing of the same.
 - ❖ Estimate assessment of the unlawfulness of the treatment of the same.
 - ❖ The existence of an imposing legal obligation to cancel them.
 - To obtain the limitation of the processing of your personal data processed, pursuant to art. 18 of the reg. (U.E.), in case of:
 - ❖ Contemporary contestation of the accuracy of the same, limited to the period necessary to allow Akifix S.p.A. to verify this accuracy.
 - ❖ Estimate of the unlawfulness of the processing of the same and subsequent opposition to their cancellation.
 - ❖ The presence of the need to treat the same has been verified for the purpose of ascertaining, exercising or defending a right in court.
 - To obtain, in a structured format that is commonly and automatically readable by automatic device, your personal data processed and, if necessary, obtain communication of the same to another data controller, pursuant to art. 20 of the reg. (U.E.), with regard to the processing of personal data aimed at communicating via e-mail news relating to the economic activity carried out by Akifix S.p.A and the events organized by the same.
- Akifix S.p.A. is obliged to evaluate and respond appropriately to any request for the exercise of the aforementioned rights, in a timely manner, unless there is a justified reason to prevent it.

Nature of disclosure of your personal data:

Your communication to Akifix S.p.A. of your personal data is contractually obligatory as regards the fulfillment of the services requested by you, indicated in the contract signed by you with the same and legally binding with regard to the

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evasion of the related administrative adempments, social security, insurance and tax obligations and the evasion of the related obligations regarding the protection of personal data deriving from legal obligations.

In fact, please note that your refusal to provide such personal data would result in Akifix SpA. the impossibility of fulfilling the aforementioned purposes.

Your communication to Akifix S.p.A. of your personal data is neither contractually nor legally obligatory as regards the protection of the corporate assets of the same through the ordinary and extraordinary maintenance of hardware and software used, as well as e-mail, the use of the functions of a business information platform and communication via e-mail of news related to the economic activity carried out by Akifix SpA and to the events organized by the same

However, please note that your refusal to provide such personal data would result in Akifix SpA. the impossibility of fulfilling the aforementioned purposes.

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Date: _____

 S.p.A.
P. IVA / C.F. 02395720424
AMMINISTRATORE UNICO
Andrea Marinelli

The party of interest:

Akifix S.p.A.

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I agree to the treatment of my personal data
[article 7 of the reg. (U.E.) n. 679/2016]

I, _____, as an interested party, read and understood the information on the processing of my personal data provided by Akifix S.p.A., as the data controller, in accordance with the provisions of art. 7 of the reg. (U.E.) n. 679/2016 of the European Parliament and of the Council of 27 April 2016, relating to the protection of individuals with regard to the processing of personal data, as well as to the free movement of such data, I consent to the processing of my personal data for the following purpose:

The communication via e-mail of news related to the economic activity carried out by Akifix S.p.A. and events _____ pag. 5 of 5 organized by the same.

Date: _____

The party of interest:

Akifix S.p.A.

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