



M.C. PROJECT SRL

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PRIVACY INFORMATION - CUSTOMERS

Information pursuant to art. 12, 13 and 14 of EU Regulation no. 679/2016 (GDPR)

We inform you that the processing of your personal data is based on the principles of correctness, lawfulness, transparency, proportionality, purpose, security and protection of your privacy and the rights recognized by the European Regulation n. 679/2016 (GDPR).

HOLDER OF THE TREATMENT: the holder of the treatment is M.C. PROJECT SRL - Via Primo Maggio, 33/35/37 - 29027 Podenzano (PC) - Tel 0523.510855 - Fax 0523-519799 - Email info@mc-projectsrl.it - Pec m.c.project@legalmail.it, who can be contacted via sending email to amministrazione@mc-projectsrl.it

PURPOSE AND LEGAL BASIS OF TREATMENT:

- for the purpose **fulfillment of tax or accounting obligations** (fulfillment of tax or accounting obligations) the legal basis of the processing is: legal obligation
- for the purpose **litigation management** (contractual failures, transactions, debt collection, warnings, arbitration, legal disputes) the legal basis of the processing is: legitimate interest of the owner or of a third party, contractual or pre-contractual obligation, legal obligation
- for the purpose **customer management** (customer administration, contracts, orders, shipments, invoices, reliability and solvency checks) the legal basis of the processing is: contractual or pre-contractual obligation, legal obligation
- for the purpose **after-sales services** (warranty, maintenance, recalls, replacement, updating, correction, renewals, etc.) the legal basis of the processing is: contractual or pre-contractual obligation, legal obligation
- for the purpose **safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures** (prevention of contagion from covid-19 and / or any mutations / variants by measuring body temperature and / or requesting information on contacts at risk of exposure with suspect or positive subjects to contagion and / or origin from areas at risk.) the legal basis of the processing is: safeguarding the vital interests of the interested party or other natural person
- for the purpose **safety in the workplace, epidemic emergency, for those who have a customer's booking obligation** (reservation of the customer to prevent contagion from covid-19 and / or any mutations / variants) the legal basis of the processing is: legal obligation
- for the purpose **containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework**. (prevention of contagion from covid-19 and / or any mutations / variants through the controls and methods imposed by current legislation) the legal basis of the processing is: legal obligation
- for the purpose **images from video surveillance systems** (internal and / or external video recording for heritage protection, anti-intrusion, risk prevention, correct use of work tools) the legal basis of the processing is: legitimate interest of the owner or of a third party.

TREATMENT METHODS: personal data are processed within the scope and in compliance with the current regulations on the protection of personal data and in compliance with the appropriate security measures provided for by EU Regulation no. 679/2016 (GDPR) by personnel duly and adequately trained in the processing of personal data in compliance with the confidentiality and integrity of data

- for the purpose fulfillment of tax or accounting obligations the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose litigation management the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose customer management the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose after-sales services the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose safety in the workplace, epidemic emergency, for those who have a customer's booking obligation the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework. the data are processed both in paper format and in digital format (computer / telematic)
- for the purpose images from video surveillance systems the data are processed in digital format (computer / telematic)

STORAGE TIME:

- for the purpose fulfillment of tax or accounting obligations limitation period for any disputes or pre-litigation after the termination of the relationship / contract
- for the purpose litigation management limitation period for any disputes or pre-litigation after the termination of the relationship / contract
- for the purpose customer management limitation period for any disputes or pre-litigation after the termination of the relationship / contract
- for the purpose after-sales services limitation period for any disputes or pre-litigation after the termination of the relationship / contract
- for the purpose safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures fino al termine dello stato d'emergenza
- for the purpose safety in the workplace, epidemic emergency, for those who have a customer's booking obligation fino a 14 giorni
- for the purpose containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework. fino al termine dello stato d'emergenza
- for the purpose images from video surveillance systems fino a 7 days

RIGHTS OF THE INTERESTED: at any time the interested can exercise his rights pursuant to articles from 15 to 22 of EU Regulation no. 679/2016 (GDPR) by sending email to amministrazione@mc-projectsrl.it the right to obtain confirmation of the existence or not of personal data concerning him / her, indication of the origin, purposes and methods of processing, the right of access, the right of rectification, the right to cancel (right to be forgotten), the right to limitation of treatment, the right to data portability, the right of opposition, the right to oppose the automated decision-making process. The interested has the right to lodge a complaint with a supervisory authority.

DATA OBJECT OF TREATMENT:

- for the purpose fulfillment of tax or accounting obligations the data are, by way of example and not exhaustive: personal data, accounting, tax, banking, contract and contact details, chambers of commerce
- for the purpose litigation management the data are, by way of example and not exhaustive: personal data, accounting, tax, banking, contract and contact, chambers, evidence

- for the purpose customer management the data are, by way of example and not exhaustive: personal data, accounting, tax, contract and contact data, orders, shipments, configurations, financial data
- for the purpose after-sales services the data are, by way of example and not exhaustive: company name, name, surname, address, telephone number, e-mail, data and configurations of products / services provided, any other and any information to enable the company to provide after-sales services that are mandatory / necessary for the interested
- for the purpose safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures the data are, by way of example and not exhaustive: personal data, body temperature, if you have come into contact with infected people, countries from which you come, if you have tested positive for the infection, any healing certificate
- for the purpose safety in the workplace, epidemic emergency, for those who have a customer's booking obligation the data are, by way of example and not exhaustive: name, surname, possible telephone, possible email
- for the purpose containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework. the data are, by way of example and not exhaustive: consultation of the data of the green pass and of the identity document, name and surname, access, no access, refusal to show the green pass and / or documents, exemption
- for the purpose images from video surveillance systems the data are, by way of example and not exhaustive: generic video shooting

RECIPIENTS OF DATA: the data processed will not be disseminated but communicated to well-defined subjects, in particular to the internal staff specifically appointed and instructed and / or to any external treatment managers which, by way of example and not exhaustively:

- for the purpose fulfillment of tax or accounting obligations to public administrations, professional consultants of the interested party, providers of administrative and accounting services, social security
- for the purpose litigation management to public administrations, providers of administrative and accounting services, professionisti legali e/o forensi, justice and public security services
- for the purpose customer management to banks and insurance companies, service providers (the updated list is available at the office), justice and public security services
- for the purpose after-sales services to the interested, processing platforms, marketing company
- for the purpose safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures to Autorità e/o strutture sanitarie
- for the purpose safety in the workplace, epidemic emergency, for those who have a customer's booking obligation to no recipient
- for the purpose containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework. to Autorità e/o strutture sanitarie, consulenti del lavoro, employer, justice and public security services
- for the purpose images from video surveillance systems to service providers (the updated list is available at the office), justice and public security services

TRANSFER TO THIRD COUNTRIES:

- for the purpose fulfillment of tax or accounting obligations no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose litigation management no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose customer management no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose after-sales services no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose safety in the workplace, epidemic emergency, for those who adopt containment and prevention measures no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose safety in the workplace, epidemic emergency, for those who have a customer's booking obligation no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose containment and prevention measures of coronavirus contagion in compliance with the current regulatory framework. no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)
- for the purpose images from video surveillance systems no data transfers to third countries are envisaged, however the data controller reserves the right to use cloud services or similar services for suppliers that satisfy the requirements of art. 46 of the EU Regulation n. 679/2016 (GDPR)

AUTOMATED DECISION MAKING PROCESSES: no automated decision making is used, including profiling, pursuant to art. 22, paragraphs 1 and 4, of EU Regulation no. 679/2016 (GDPR)

DATA CONFER: The provision of data, where mandatory, is necessary for the performance of the relationship in progress.

The provision of data, where optional, is explicitly requested in this statement.

Failure to provide the requested data could make it impossible to continue the existing and / or ongoing pre-contractual and / or contractual relationship.

Failure to provide the requested data could make it impossible to access the facility and / or premises.

DATA SOURCE: from the interested party following agreements / commercial contracts

UPDATES OR CHANGES: this informative note is valid from 21st May 2018. M.C. PROJECT SRL reserves the right to make additions or modifications to the present also as a consequence of any changes to Italian or European regulations. The changes will be communicated to you in advance.

In any case, you can view the text of the informative note that is constantly updated on the privacy page on the website **www.mc-projectsrl.it**

☐ I confirm that I have read and understood

Name, surname: Company/stamp:

Place: Date: Signature: