



**PRIVACY NOTICE ON PERSONAL DATA PROCESSING**  
pursuant to article 13-14 of the EU Regulation 2016/679 on personal data protection

**Dear Customer**

**MEVIS SPA**, in the person of its legal representative pt, tax code and VAT number 00704200245, with registered office in Via Borgo Tocchi, 28/32, 36037 Rosà (Vicenza) Italy  
as Data Controller, (hereinafter, "**Data Controller**"),

**HEREBY INFORMS YOU**

in accordance with regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data (hereinafter "GDPR"), your data will be processed in compliance with the aforementioned legislation and in the manner and for the purposes specified below:

**1 - OBJECT OF THE PROCESSING AND NATURE OF DATA**

The data provided by You to the performance and management of the agreements with the Company, including name, surname, contact data, e-mail address, data concerning Your legal representatives, including their judicial data, if required by the law (hereinafter the "Data Subjects") - either where such data have been provided by You directly or if obtained by public sources (for example by the Companies House) – will be processed by the Company in accordance with the Regulation and with local laws, including possible decisions issued by the Supervisory Authority, if applicable.

In case of customer who are natural persons, in addition to the data described above, the Company may process also data related to invoicing and payments (included tax code and VAT number), bank data, registration in specific bars or registers, economic and financial data (such as the financial report).

**2 - PURPOSES OF DATA PROCESSING**

The Company will process the data of the Data Subjects within the performance of its own commercial and financial activities for the purpose of selection, entering into, management and performance of the contractual relationships (including scouting activities prior to entering into a contract and/or the registration into the Company's customers list). Your particular your personal data are processed for the following purposes distinguished by reference legal basis:

**2.1 Execution of the contract - fulfilment of the legal obligation** (art.6 lett. b, lett. c).

Your personal data are processed for the following purposes:

- ⇒ to comply with legal obligations (for example, tax and accounting obligations)
- ⇒ for the registration of Customer into the Company's Management System;
- ⇒ for the administrative management of the contracts, including the management of payments and invoices;
- ⇒ for the compliance with obligation related to the supply of goods and services, as well as for managing possible litigation, for internal control purposes (preservation of financial integrity),
- ⇒ to fulfill of the obligations established by the law, by a regulation, by community legislation or by an order of the Authority

**2.2 - Legitimate interests** (Article 6 letter f - recital 47).



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Please note that if you are already our customer, we can send you, always respecting your interests and rights, commercial communications relating to services and products of the Data Controller similar to those you have already used, unless you communicate your disagreement to the contacts indicated in point 8.

### 3 - RECIPIENTS OR CATEGORIES OF RECIPIENTS

Without prejudice to the duty of disclosure in order to fulfill any legal or contractual obligations, the data may be disclosed to tax or legal consultants, to Company's collaborators, to the banks, to public entities as well as to those persons that are authorized by the laws to receive such data, if required, to Italian or foreign judicial or other public authorities for the fulfilment of legal obligations, or for the performance of the obligations arising from an agreement, including for the purposes of defence before the Courts. **Such entities act as independent data controllers.**

Other third parties that the Company uses to perform certain services (e.g. management of informative system ...) implying the need of personal data processing **are nominate as External Data Processor**. They operate in compliance with specific and adequate directions concerning the processing methods and safety measures as specified in specific contractual documents.

The full and updated list of the companies acting as data processors is available on request to the contacts mentioned below or in the site [www.mevis.com](http://www.mevis.com) in privacy section

### 4) PROCESSING METHOD

The processing will be carried processed by the Company, and by its entrusted personnel by the Company, generally by the Sales Department and by the Administration & Finance department, as well as by other staff employees who could have the need to process them, by means of electronic or manual systems with organization and processing logics strictly related to the aforementioned purposes and in any case in such a way as to guarantee the security, integrity, availability and confidentiality of personal data.

In compliance with the provisions of art. 5 paragraph 1 letter e) of the Reg. EU 2016/679, the personal data collected will be stored in a form that allows identification of data subjects for a period of time not exceeding the achievement of the purposes for which the personal data are processed and will be implemented technical and organizational measures ensuring an adequate safety level (including, without limitation, by preventing access by unauthorized persons -unless such access is required by the applicable laws- or by ensuring restoration of access to data after material or technical accidents).

Personal data of the Data Subjects may be processed **using video surveillance instruments** placed in the access/exit area and inside the premises, should the Data Subject visit the Company premises, according to the information notice for data processing for video surveillance purposes, available in our premises.

### 5 – PROVISION OF DATA

Please note that, taking into account the purposes of the processing specified in point 2.1, the provision of data is mandatory and any failure thereto, partial or incorrect provision may have, as a consequence, the inability to enter into a commercial agreement, to duly fulfil the relevant pre-contractual or contractual obligations or, in case of existing agreements, to fulfil the obligations and commitments arising from such agreements.



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### 6 - DATA TRANSFER TO A THIRD COUNTRY AND/OR AN INTERNATIONAL ORGANIZATION

Pursuant to article 49 par. 1 letter b. of the General Data Protection Regulation, **Mevis Spa may transfer data to other companies belonging to the Group, with registered office inside and outside the European Union (Cina)**, if necessary for internal administration purposes and the coordination of the group, or if such companies need to cooperate for the performance of the contract.

In case of data transfer to countries located outside the European Union, the Company undertakes to ensure an adequate level of protection and preservation.

### 7 - DURATION OF THE PROCESSING

The data shall be stored in compliance with the applicable regulations on protection of personal data for the time that is necessary to comply with the above mentioned purposes. In particular, personal data will be stored by Company for the whole duration of the contractual relationship and also after its termination, in compliance with applicable laws (including, without limitation, the obligation to keep the invoices and other company documents for at least 10 years).

### 8. RIGHTS OF THE DATA SUBJECT

**A Data Subject shall have the rights** contemplated in the Regulation UE (2016/679) (articles from 15-22) in respect of the processing of data contemplated thereto, including **the right to:**

- ⇒ Obtain confirmation of the existence of personal data concerning him/her and to gain access to them → right of access
- ⇒ Obtain the updating, modification and/or rectification of its personal data → right of rectification
- ⇒ Obtain erasure, or to set limits to processing, of personal data whose processing is unlawful, including those that are no longer necessary in relation to the purposes for which they were collected or otherwise processed → right to be forgotten and right to the restriction of processing
- ⇒ Object to processing → right to opposition
- ⇒ Withdraw previously given consent, if any, without prejudice to the lawfulness of processing based on that consent;
- ⇒ Receive a copy in electronic form of the data concerning him or her which have been provided to a controller in the framework of an agreement and to have such data transmitted to another controller → right to data portability
- ⇒ To advance a complaint with the Data Protection Authority (Garante Privacy)

For the exercise of the rights above and in case of further requests for information regarding the present privacy notice, the Data Subject can:

- ✓ Send an email to the address: **Privacy@mevis.com**
- ✓ Or by a registered letter to the legal address of the Company **Mevis S.p.A. Via Borgo Tocchi, 28/32 36027 Rosa' (VI) Italy**