



DOGA ITALIA SRL
REGIONE OPESSINA 44
14040 CASTELNUOVO CALCEA (AT)
VAT no. 01245080054

Advisory note on the processing of personal data as per articles 13-14 of EU Regulation 2016/679

Data subjects: suppliers

DOGA ITALIA SRL as the Controller (in terms of processing personal data), pursuant to and for the effects of EU Regulation 2016/679, hereinafter the 'GDPR', informs you, with this advisory note, that the aforementioned regulation provides for the protection of a data subject in terms of the processing of his/her personal data and that this processing will be based on the principles of correctness, lawfulness, transparency and protecting your privacy and your rights.

Your personal data will be processed in accordance with the provisions established by the regulation referred to above and the privacy obligations set out therein.

The purposes for processing personal data: specifically, your personal data will be processed for the following purposes which are connected to fulfilling regulatory or contractual commitments:

- To manage open orders and existing contracts
- To fulfil regulatory obligations regarding tax and accounts
- To manage payments

Processing functional data to fulfil these obligations is needed to correctly manage the relationship and providing this data is mandatory in order to achieve the purposes indicated above. The Controller also notes that failing to provide this data, or providing incorrect data, with regards to the mandatory information, may make it impossible for the Controller to guarantee the adequacy of the processing itself.

Methods of processing personal data: your personal data will be processed in the following ways:

processing by electronic means
processing by manual means with paper archives

Processing is carried out in accordance with the methods set out in articles 6 and 32 of the GDPR and through the adoption of appropriate security measures.

Communication: your personal data may be communicated exclusively to public bodies and offices to whom tax data must be communicated (the Italian Revenue Agency, Municipalities, Regional and Provincial governmental offices, Chambers of Commerce, I.N.P.S., I.N.A.I.L. and similar); if needed to fulfil the services requested, the data may be communicated to companies in the group or to competent parties, duly appointed to carry out the services needed and to correctly manage the relationship, with a guarantee that the data subject's rights will be safeguarded.

Your personal data will be processed solely by those personnel expressly authorised to do so by the Controller.

Divulging personal data: Your personal data will not be divulged in any way whatsoever.

Storage period: We advise you that, in accordance with the principles of lawfulness, restricting the purposes for processing personal data and minimising the amount of personal data needed, pursuant to article 5 of the GDPR, your personal data will be stored for the period of:

- 10 years, in compliance with the obligations regarding the storage of tax-related and accounting records (article 2220 of the Italian Civil Code which provides for a storage period of 10 years for accounting records; article 22 of Italian Presidential Decree no. 600 of 29 September 1973)

Controller: the Controller (in terms of processing personal data) is **DOGA ITALIA SRL** with offices at Regione Opessina 44, Castelnuovo Calcea (AT), Italy.

You have the right to have the Controller erase the personal data that concerns you (the right to be forgotten), to restrict the processing of this data, to have this data updated and rectified, to have this data

made portable, to object to the processing of this data and, in general, you may exercise all those rights set forth in articles 15, 16, 17, 18, 19, 20, 21 and 22 of the GDPR.

You may exercise your rights by emailing dogaitalia@dogaitalia.com or by writing to the address indicated above

EU Regulation 2016/679: Articles 15, 16, 17, 18, 19, 20, 21 and 22 - The data subject's rights

1. The data subject has the right to obtain confirmation or otherwise of the personal data that concerns him/her, even if this data has not yet been recorded, and to obtain a copy of this data in a legible form.
2. The data subject has the right to obtain an indication of:
 - a. the origin of the personal data;
 - b. the purposes for which and the methods by which the personal data is processed;
 - c. the logic applied in the event that processing is carried out with the use of electronic tools;
 - d. the identifying details of the Controller, Processors (in terms of data processing) and the appointed representative pursuant to article 5(2);
 - e. the subjects or categories of subjects to whom personal data may be communicated or who might become aware of the personal data in their role as the appointed representative in the Country, or as a Processor or as someone appointed to carry out processing.
3. The data subject has the right to:
 - a. have the personal data which concerns him/her updated, rectified and, when required, integrated;
 - b. have the personal data erased, transformed into an anonymous form or to block the data which has been processed in breach of the law, including that data whose storage is not required in relation to the purposes for which the data was collected and subsequently processed;
 - c. receive confirmation that the operations referred to in clauses a) and b), above, have been brought to the attention, including by way of their contents, of whomever the data has been communicated or divulged, except in the case in which this proves impossible or involves an effort manifestly disproportionate to the safeguarded right;
 - d. have the data made portable.
4. The data subject has the right to object, in whole or in part, to:
 - a. for legitimate reasons, the processing of the personal data which concerns him/her even if pertinent to the reason for which the data was collected;
 - b. the processing of the personal data which concerns him/her in order to send advertising material or for direct sales purposes or to carry out market research or for commercial communication purposes.

Castelnuovo Calcea, _____



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Your personal data will be processed in accordance with the provisions established by the regulation referred to above and the privacy obligations set out therein.

The purposes for processing personal data: specifically, your personal data will be processed for the following purposes which are connected to fulfilling regulatory or contractual commitments:

- To manage open orders and existing contracts
- To fulfil regulatory obligations regarding tax and accounts
- To send offers and technical, informational and commercial material
- To manage payments

Processing functional data to fulfil these obligations is needed to correctly manage the relationship and providing this data is mandatory in order to achieve the purposes indicated above. The Controller also notes that failing to provide this data, or providing incorrect data, with regards to the mandatory information, may make it impossible for the Controller to guarantee the adequacy of the processing itself.

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