

## **Personal data protection – Privacy policy for Customers and Suppliers**

Tegola Canadese S.p.A. informs that, in order to obtain the establishment and the actuation of the present contractual relationship, it became data controller of personal and fiscal data, acquired even in words, directly or through a third person, of its Customers and Suppliers. These data are considered to be personal in accordance with Art. 4 of Italian Legislative Decree n° 196/2003.

### **1. Purposes and processing methods**

Data will be treated in a written form and/or on magnetic, electronic or computer support, in relation to the contractual needs and to the consequent fulfilment of legal and contractual obligations coming from these needs, in order to obtain an effective management of the business relations.

In particular they will be used:

- for needs that are preliminary to the drawing up of the contract;
- to execute a proceeding or one or more transactions, contractually agreed;
- to execute the fulfilment related or instrumental to the contract, by all Public or Private Institutions;
- to keep the accounts and draw up a correct balance sheet;
- to process inner statistical data;
- for the management of telephone books;
- for the management of credit and/or commercial actions.

### **2. Nature of the release of data and rejection**

The transmission of these data is compulsory for all that concerns legal and contractual obligations. For this reason, the possible denial to communicate them or the consequent dealing could determine our impossibility to start the contractual relationship itself.

The missing transmission of all the data that are not concerned with legal or contractual obligations will, on the other hand, be judged time by time, and will determine the subsequent decisions, compared to the importance of the requested data in connection to the management of the business relation.

### **3. Subjects to whom the data are communicated and their spreading**

Being clear that communications and transmissions are made in order to execute law obligations, the data could be communicated, both in and out of Italy, to:

- our agents;
- banks;
- debt-collection societies;
- credit-insurance companies;
- commercial-information companies;
- professionals and consultants
- societies which work in the branch of transport.

In order to protect the credit and for a better management of our rights related to every single business relationship, for the same aims, the data could be known by the following categories of employees and/or managers:

- banks, for takings and payments management, coming from the drawing up of contracts;
- Bodies, Unions and Associations for credit defence;
- professionals and advisors of the account and fiscal management.

Data will be treated for the whole period of the contractual relation, after its end in order to perform all law executions and even for future business aims.

#### **4. Rights of the involved party**

Regarding the data, your Company may exercise the rights provided for by Art. 7 in Law by Decree n. 196/2003 within the limitations and at the conditions established by Articles 8, 9 and 10 of the quoted Law by Decree. In particular, in relation to the provisions of Art. 7 in Law by Decree n. 196/2003, you may exercise yours rights to oppose the processing for legitimate reasons, to have free access to your data and verify the correctness and the use for which they are meant and if necessary request their update, correction or deletion. You may also object to treatments that are either illegal or irrelevant to the collection by requesting the cancellation.

#### **5. Data processing Controller**

The data processing Controller is our Society: [Tegola Canadese S.p.A.](#), whose offices are in Vittorio Veneto (TV), Via dell'Industria n. 21. The person in charge for the data processing is Mr. Giuseppe Da Lozzo.