



SUPPLIER INFORMATION
FOR COMMON AND SENSITIVE PERSONAL DATA
in accordance with art. 13 Reg. EU 679/2016 - GDPR
Doc. Rev. 01 dated 23/05/2018

The company Autotrasporti Gervasoni Snc di Gervasoni Francesco e Battista, with registered office at via Roma 22 Val Brembilla (Bg) and VAT number 00295070163, as Data Controller of personal data in accordance with art. 13 of Regulation EU 2016/679, informs you that your personal data will be processed as follows:

1. Data Controller

The Data Controller is Autotrasporti Gervasoni Snc di Gervasoni Francesco e Battista, with registered office at via Roma 22 Val Brembilla (Bg) and VAT number 00295070163.

The contact email is: autotrasportigervasoni@legalmail.it

2. Data Protection Officer

The Company, in accordance with art. 37 of the GDPR, is not required to appoint a Data Protection Officer (DPO - Data Protection Officer) as it is not a public body and does not carry out regular and systematic monitoring of data on a large scale including data referred to in articles 9 and 10.

3. Purpose, methods and location of processing

Supplier data will be processed for:

- I. purposes related to the contract established between the parties;
- II. administrative, fiscal and accounting purposes;
- III. compliance with legal obligations, regulations, EU or national legislation;
- IV. contractual obligations or requested services;

Personal data is processed using automated and manual tools for the time and purposes strictly necessary to achieve the purposes for which they were collected. Specific security measures are observed to prevent data loss, illicit or incorrect use, and unauthorized access.

Processing related to Services takes place at the company's headquarters and at the headquarters of the company's electronic processing service providers, and is carried out only by specially appointed technical personnel as responsible and/or data processors.

4. Categories of personal data and recipients, scope of communication and disclosure

The company collects supplier personal data necessary for the provision of Services under the current contract, including but not limited to: name, address, phone number, bank details, email address.

The data may be communicated to:

- Public bodies and administrations, such as Revenue Agency, INPS, INAIL;
- Insurance companies, or service companies relied upon by the company;
- Business professionals, such as Lawyers or law firms, notaries, auditors, accountants, labor consultants;
- Suppliers, consulting companies, professionals and companies operating for the company in various sectors;
- Banks and financial institutions;
- Its customers in order to fulfill the contract properly;
- internal employees for carrying out company functions.

These entities will process the data as autonomous data controllers or specifically appointed data processors. The data will be communicated to these entities, indicating the limitation of the data to the indicated purposes. There will be no disclosure of data for purposes unrelated to those stated above.

5. Nature of data provision and consequences of refusal to respond

The provision of data for the above purposes is mandatory. Without them, we will not be able to fully or partially fulfill our obligations.

6. Data transfer abroad

The data will not be transferred outside the European Union.

7. Storage periods

The data will be processed for the time strictly necessary to achieve the purposes for which they were collected, and may be retained for a period of 10 (ten) years after the termination of the contract as required by regulations to manage and respond to requests from competent authorities, or for a longer period if there are or may be judicial and/or extrajudicial disputes, or for example requests for compensation for damages.

8. Rights of data subjects

You are informed that you can contact the Data Controller to exercise your rights as provided for in articles 13 (Right to lodge a complaint), 15 (Access), 16 (Rectification), 17 (Erasure), 18 (Restriction of processing), 19 (Notification of rectification or erasure), 20 (Data portability), 21 (Objection), 22 (Objection to automated decision-making processes), and 34 (Communication of personal data breach).

9. Exercise of rights

Requests should be addressed to the Data Controller, without specific formalities, by sending a communication to the email address PEC autotrasportigervasoni@legalmail.it

10. Data source

The processed data has been mainly acquired from the data subject. However, some of it may be obtained from publicly accessible sources.