

**THIS POLICY COMPLIES WITH ART. 13 OF GDPR
2016/679
(General Data Protection Regulation)**

Dear Customer, this policy concerns all customers, be they private individuals or authorised representatives who operate for and on behalf of legal persons, pursuant to art.13 of GDPR 2016/679 (General Data Protection Regulation).

DATA CONTROLLER

TEMA Cooperative – Via San Secondo 51/4 – 10129, TURIN

A. OBJECT OF PROCESSING

The personal data being processed includes:

- Data that can univocally identify the data subjects (personal information, email addresses, etc.)
- Any other information acquired in the execution of the mandate granted.

B. SPECIAL CATEGORIES OF PERSONAL DATA

Pursuant to articles 9 and 10 of GDPR 2016/679, you could provide us, even unintentionally, with “special categories of personal data”. Such categories of data will NOT be processed or stored.

C. PURPOSE OF THE PROCESSING

The personal data you provide is necessary for the execution of the mandate you have granted and, in particular:

- For the fulfilment of obligations deriving from a contract to which you are a party or to fulfil, before and after the execution of the contract, your specific requests;
- For the fulfilment of legal obligations in the administrative, accounting, civil and fiscal areas, as well as national, community and extra-community regulations;
- For customer management (data acquisition and pre-contractual information, customer administration, reliability and creditworthiness checks to prevent possible fraud, insolvency and/or default, administration of contracts, orders, deliveries and invoices);
- For litigation management (contractual breaches; warnings, transactions, debt collection, arbitration, legal disputes);

TEMA Società Cooperativa

Sede operativa: Via San Secondo, 51/4 - 10128 Torino - Tel. 011 50 04 57 - Fax 011 568 34 39 - E-mail: segreteria@hygeo.it - www.hygeo.it

Sede legale: Via Colli, 20 - 10129 Torino - P. Iva 07160170010 - Iscriz. Reg. Impr. di Torino n° 557297/96 - N° R.E.A. 850085



D. ADDITIONAL PURPOSES OF THE PROCESSING

The personal data you provide can be used for the following additional purposes:

- Carrying out market research;
- Sending advertising material;
- Promotional activities.

E. METHODS OF PROCESSING

The data will be processed by automated and/or manual means, in compliance with the provisions of art. 32 of GDPR 2016/679 on security measures, by persons specifically appointed to the task and in compliance with the provisions of art. 29 of GDPR 2016/679, who will operate under the direct authority of the Data Controller and/or the Data Processor.

F. PERSONAL DATA RECIPIENTS

The personal data processed will not be disclosed but will be transmitted to specifically defined subjects. Based on the roles and duties carried out, internal and external personnel are entitled to the processing within the limits of their scope and in accordance with the instructions given to them by the Controller. The collected data will never be disclosed nor will it be transmitted to third parties without your explicit consent, except for the necessary communications of data to public bodies, consultants or other subjects for the fulfilment of legal obligations.

G. DATA TRANSFER

The Data Controller does not transfer personal data to third countries; however, it reserves the right to use cloud services. In this case, the service providers will be selected among those who provide adequate guarantees, as required by art. 46 of GDPR 2016/679.

H. DATA STORAGE

The Data Controller stores and processes personal data for the time strictly necessary to fulfil the purposes indicated or for the period imposed by current civil and fiscal provisions.

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