



## INFORMATION NOTICE PURSUANT TO ART. 13 OF REGULATION (EU) N. 2016/679

Dear Sirs,

pursuant to article 13 of Regulation (EU) n. 2016/679 (hereinafter, the "**GDPR**"), DOC Generici s.r.l. (hereinafter, "**DOC**" or the "**Data Controller**") informs you that personal data relating to your company (hereinafter the "**Supplier**") and to the natural persons acting in the Supplier's name and on the Supplier's behalf, collected from the Supplier (hereinafter "**Data**"), will be used and stored in compliance with the provisions of the GDPR and in accordance with the following.

**Data Controller.** The Data Controller is DOC Generici s.r.l., with registered office at via Turati 40 - 20121 Milan, e-mail [privacy@docgenerici.it](mailto:privacy@docgenerici.it). The updated list of the data processors is available at request.

**Data Protection Officer.** The Data Protection Officer, designated by the Data Controller, can be contacted:

- by ordinary mail, at via Turati 40 - 20121 Milan, c.a. of the Data Protection Officer;
- by e-mail, at [DPO@docgenerici.it](mailto:DPO@docgenerici.it).

**Purpose and legal basis of the processing. Legitimate interests pursued.** Data will be processed:

- a) to fulfill the legal and tax obligations to which the Data Controller is subject;
- b) for and in the framework of the performance of contracts to which the Supplier is a party or for the adoption of pre-contractual measures at the request of the same; these Data may also include data and pictures processed through online meetings platforms or video/conference calls and webinar platforms;
- c) for the pursuit of the Data Controller legitimate interests, based on a balance of interests assessment and identified in the need for ascertaining the Supplier's technical, economic and financial suitability and to verify the existence of the required requisites, as part of the qualification process, for the purpose of inclusion in the Data Controller's suppliers data bank suppliers or its update;
- d) should it be necessary, in order to prevent or prosecute cybercrimes, or to ascertain, exercise or defend a right in court or in arbitration or conciliation procedures.

The processing of the Data for the purposes indicated above does not require the consent of the Supplier pursuant to art. 6, c. 1, of the GDPR.

**Provision of Data and consequences in case of failure to provide.** The provision of Data for the purposes under a) and b) constitutes, respectively, a legal and contractual obligation. The provision of Data for the purposes sub c) and d) is necessary for the pursuit of the Data Controller legitimate interests as indicated above. In all these cases, failure to provide the Data will make it impossible for the Data Controller to establish or continue in commercial relations with the Supplier.

**Recipients or categories of recipients.** The Data may be made accessible, brought to the attention of or communicated to the following persons, who may be appointed by the Data Controller, depending on the case, as data processors or authorized persons:

- companies belonging to the Data Controller group of companies (controlling companies, subsidiaries or affiliates), employees or consultants of any kind of the Data Controller or of the Data Controller group companies;
- public or private subjects, natural or legal persons, which the Data Controller uses for the performance of the activities instrumental to the pursuit of the aforementioned purposes or to which the Data Controller is required to communicate the Data, pursuant to its legal or contractual obligations.

**Transfer of Data to non-EEA countries.** The Data Controller will process the Data without having it transferred to non-EEA countries. If, due to technical or organizational needs (even if supervened), this transfer should become necessary or, in any case, take place, the Data Controller will ensure that the Data are transferred in compliance with the provisions of the GDPR and, in particular, of its articles 45, 46 and 49.

**Retention period.** The Data will be stored for a maximum period equal to the statute of limitation applicable to the rights which can be exercised by or towards the Data Controller, as applicable from time to time.

**Access rights, cancellation, limitation and portability.** The data subject is granted the rights referred to in articles from 15 to 20 of the GDPR. By way of example, each data subject can therefore:

- a) to obtain confirmation as to whether or not personal data concerning him or her are being processed;
- b) if a processing is in progress, to access personal data, to obtain information relating to the processing and to request a copy of personal data;
- c) to obtain the rectification of inaccurate personal data and the integration of incomplete personal data;
- d) to obtain, under the conditions foreseen by the art. 17 of the GDPR, the erasure of personal data concerning him/her;
- e) to obtain, in the cases provided for by art. 18 of the GDPR, the limitation of the processing;
- f) to receive personal data concerning him or her in a structured, commonly used and machine-readable format and to request their transmission to another holder, if technically feasible.

**Right to object.** The data subject shall have the right to object, at any time to processing of personal data concerning him/her or her which is based on the Data Controller legitimate interests. The Data Controller shall no longer process the personal data unless compelling legitimate grounds exist for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.

**Right to lodge a complaint with the Authority.** Each data subject may lodge a complaint with the Data Protection Authority if he/she believes that the rights held under the GDPR have been violated, according to the procedures indicated on the Data Protection Authority website at: [www.garanteprivacy.it](http://www.garanteprivacy.it).

In my capacity as legal representative of the Supplier, having read the above notice I confirm to have informed the natural persons who act on my behalf and to have obtained, if necessary, their consent.

Date \_\_\_\_\_

Signature

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