



## PRIVACY POLICY STATEMENT

Pursuant to and by effect of EU Regulation 2016/679

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Pursuant to and by effect of the current legislation on personal data processing, defined in compliance with the provisions laid down in EU Regulation 2016/679 of 27 April 2016 (hereinafter "GDPR"), we inform you that the data provided or in any case acquired shall be processed with full respect for fundamental freedoms, adopting always principles based on fairness, lawfulness and transparency, and for purposes which are not excessive in relation to those for which they are collected, in order to guarantee the protection and confidentiality of the same data.

### 1 – Purposes of data processing

Your personal data, communicated to us or collected by us in observance of the laws in force, shall be used:

- to perform the contracts existing with you or, before closure of them, as well as for operational management needs.  
Legal basis: Performance of a contract.
- for the operational management which is strictly functional to the closure of contracts, as well as to fulfil your specific requests prior to any closure of contracts.  
Legal basis: Performance of pre-contractual measures
- to fulfil obligations provided for by laws or regulations in force, including community.  
Legal basis: Legal obligation.
- to manage a dispute related to breach of contracts, transactions, credit recovery, legal disputes.  
Legal basis: Handling in court of law.

### 2 – Methods of data processing

The personal data shall be processed with the aid of paper, IT, digital or in any case automated tools, also entrusting the activity to third parties specifically appointed, and with logic strictly related to the purposes indicated, according to the principles of lawfulness and transparency and, in every case, to protect the confidentiality and rights of the interested party, in accordance with current legislation.

### 3 – Provision of data

Without prejudice to the personal independence of the interested party, the provision of personal data is obligatory for the purposes set out at point 1 above and consequently any refusal to provide them makes it impossible for CEPAS S.r.l. to continue the aforementioned contractual relationships.

### 4 – Persons authorised to process the data and Subjects or categories of subjects to which the data can be communicated

Without prejudice to the communications made to fulfil legal obligations, your personal data may be communicated for the purposes at paragraph 1, to:

- banks and credit institutes
- post offices or other mail delivery companies
- professional, consulting and audit firms
- insurance companies
- other Companies of the Bureau Veritas Group in the European Union
- public agencies, only in cases where this is provided for by law
- companies specialised in the management of credit recovery services
- Accreditation bodies

The personal data collected are also processed by staff in charge of the processing activity, duly trained to do so, who may need to have knowledge of them to carry out their activities, as well as by subjects appointed as supervisors outside of the Company.

The updated list of any supervisors to whom your data are communicated is made available to you, upon request. The personal data shall not be subject to disclosure except in cases provided for by law.

### 5 – Duration of data processing and storage time

The processing and storage of your personal data shall occur in compliance with what is provided for by the current legislation on the matter, for a period of time not greater than that required to carry out the purposes at point 1 above for which they are processed, without prejudice to the ten year term for the storage of data of an exclusively civil nature and carrying out any other fulfilment of law.

### 6 – Rights of the data subjects

In relation to your personal data processed by CEPAS S.r.l., you are entitled to the rights conferred by the GDPR to the data subjects, as indicated below:

- confirmation as to whether or not personal data relating to you are being processed and, if so, access to them (right to access);
- copy of personal data which you provided to us and transfer of the portable data directly to another controller indicated by you (right to portability);
- the rectification or integration of your personal data in the possession of CEPAS S.r.l. (right to rectification);
- erasure of any data for which there no longer exists any legal requirement to process them (right to be forgotten);



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- withdrawal of your consent, in the event that the processing is founded on consent, without prejudice to the lawfulness of the processing activity based on the consent given before the withdrawal (right to withdraw consent);
- restriction of the processing activity in cases provided for by the GDPR (right to restriction);
- opposition in the event that the processing activity is based on legitimate interest or it is necessary to carry out a task in the public interest or in the exercise of public authority (right to object).
- the right to lodge a complaint with the Supervisory Authority (Data Protection Supervisor) (right to complain).

CEPAS S.r.l. shall promptly respond to any requests for information or requests to exercise your rights, as well as in relation to any complaints lodged by you regarding the processing of your personal data, in compliance with what is provided for by the applicable laws. To do so, you can contact CEPAS S.r.l., at the address [comunicazioni@cepas.bureauveritas.com](mailto:comunicazioni@cepas.bureauveritas.com).

**7 – Data Controller and Processors**

Data is processed by CEPAS S.r.l. subject to identification of the subjects shouldering precise burdens and responsibilities.

**Data Controller:** CEPAS S.r.l., with registered office in Rome, Via Mario Bianchini 13/15 - tel. (+39) 06 5915373 – fax (+39) 06 5915374 – mail [comunicazioni@cepas.bureauveritas.com](mailto:comunicazioni@cepas.bureauveritas.com) which you can contact to exercise your rights provided for by the GDPR.

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Having acknowledged the privacy policy statement, pursuant to and by effect of EU Regulation 2016/679, I express my consent to the processing of my personal data for the purposes and with the methods stated above.

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(Date)

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(Stamp and Signature)