



AREAS

Certificazioni

TITLE	PRIVACY POLICY
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NOTE: in case of discrepancies, the Italian version of this document prevails

1	19.04.2022	Quality manager	Technical Director	General review
0	15.07.2021	Quality manager	Technical Director	First issue
Rev.	Date	Issued by	Approved by	Description of the modifications

1. PERSONAL DATA

Pursuant to Legislative Decree n. 196/03 "Protection of persons and other subjects regarding the processing of" personal data "and REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 concerning the protection of individuals with regard to the processing of data personal data, we inform you that if you decide to provide your personal data, they will be treated as set out below.

2. GENERAL INFORMATION

If you process personal data, AREAS Certificazioni carries out the processing for the purposes defined in this statement.

2.1. Contacts

The data controller is AREAS Certificazioni Srl (hereinafter AREAS), a company based in Pavia, Viale Repubblica, 34, VAT number 02500200189, PEC address: areassrl@pec.areassrl.it.

Please direct questions about the processing of personal data, requests for information or complaints directly to the following addresses:

responsible for data protection (hereinafter DPO): amministrazione@areassrl.it

2.2. Transfer to third parties

AREAS Certificazioni reserves the right to transfer data to external personnel qualified by AREAS, who will process the aforementioned data to provide the requested service and assistance.

Such service providers / processors are contractually bound and are also subject to our requirements, which include processing your data solely in accordance with our instructions and relevant data protection regulations. In particular, they are contractually bound to the processing of data with the utmost confidentiality, and they are prohibited from processing data for purposes other than those agreed.

We do not pass on your personal information to third parties, nor do we share it for commercial purposes.

In addition to the above, we transfer your personal data to judicial authorities, without your explicit consent, where this is necessary for needs related to the exercise of the right of defense, including any extrajudicial phase. By law, we are also obliged to provide information, upon request, to certain public bodies, including the judicial authority, authorities competent to prosecute offenses punishable by financial penalties, and tax authorities.

The transfer of such data is based on our legitimate interest in countering illegal methods of use, prosecuting crimes and guaranteeing, affirming and enforcing rights, except where your rights and interests in the protection of personal data prevail over these interests, Art. 6 - paragraph 1 - lett. f) of the GDPR.

2.3. Safety

AREAS Certificazioni Srl adopts adequate technical and organizational security measures so that the user's personal data are protected from accidental or intentional manipulation, loss, destruction or access by unauthorized third parties. We verify the effectiveness of the data protection measures adopted, subjecting them to constant improvement in line with technological development.

3. RIGHTS

3.1. Right of access

Following a written request, the user has the right to receive from us information on personal data concerning him and which are subjected to processing, to the extent prescribed by Art. 15 of the GDPR. You can send your request by post or by e-mail to the addresses listed below.

3.2. Right of rectification

The user has the right to promptly obtain the correction of inaccurate personal data concerning him (Article 16 of the GDPR) by contacting, for this purpose, the address indicated below.

3.3. Right of cancellation

Where the legal reasons referred to in Art. 17 of the GDPR, the user has the right of immediate cancellation (the "right to be forgotten") of personal data concerning him. These legal reasons include: personal data no longer necessary for the purposes for which they were processed, or for which the user has revoked the consent, and for which there are no other legal reasons for the processing; the data for which the interested party opposes the processing (and there are no legitimate reasons of higher order for the processing - it does not apply to objections to direct advertising).

4. DATA PROCESSING

The personal data, the provision of which is necessary for the performance of the relationship, are the following:

- Name and surname
- Email address
- Telephone number
- Company name of the company to which it belongs
- Account number (IBAN)
- Data published on public lists or registers (for example: Chamber of Commerce registration)

4.1. Purpose of the processing

The data is collected for the following purposes strictly related to the establishment and continuation of the relationship (non-exhaustive list):

- Formulation of projects, service quotations, drafting of offers;
- Fulfillment of tax or accounting obligations;
- Fulfillment of contractual obligations;
- Customer management; customer administration; administration of contracts, orders, shipments and invoices;
- Management of litigation, contractual breaches, warnings, transactions, credit recovery, arbitration, judicial disputes;

- Keeping of records relating to certified companies, certified products, certified personnel
- Detection of the degree of customer satisfaction;

The aforementioned data is processed in order to correctly manage offers or supply orders, in accordance with current legislation. The legal reason for processing this data for this purpose is the legitimate interest on the part of the Data Controller to protect its rights and the rights of its customers.

The data, if this is instrumental to the pursuit of the aforementioned purposes, may be communicated to:

- banks and credit institutions;
- professional and consulting firms;
- accreditation bodies;
- insurance companies;
- control bodies such as Supervisory Body, Committee for Safeguarding Impartiality
- public bodies only in cases where this is required by law.

If the processing provides for the dissemination (e.g. Staff Certification Registers) specific consent will always be required in compliance with the applicable regulations and standards.

The data will be kept for the period required by law in order to fulfill tax obligations.

5. DATA TRANSFER TO NON-EU COUNTRIES

Data transfer to third countries is not currently foreseen. Otherwise, the required legal conditions will be created. In particular, the recipients, or categories of recipients, of the personal data will be communicated to you in accordance with the requirements of the GDPR.

- I AGREE** to the processing of my data for sending newsletters and AREAS information on this information and I declare that I am aware of the possibility of freely revoking it at any time.
- I DO NOT AGREE** to the processing of my data for sending newsletters and AREAS information on this information and if my email address is included in your mailing lists, I want my email to be deleted.

Place and date _____

Name and surname _____

Signature and stamp _____