

GENERAL INFORMATION

The interested parties (pursuant to Article 4, paragraph 1 of the GDPR) are informed of the following general profiles, valid for all areas of processing:

- all data are processed in compliance with current privacy regulations (EU Reg. 2016/679 and Legislative Decree 196/2003, as amended and supplemented by Legislative Decree 101/2018);
- all data are processed in a lawful, correct and transparent manner towards the data subject, in compliance with the general principles set out in Article 5 of the GDPR;
- specific security measures are observed to prevent data loss, illicit or incorrect use and unauthorized access (GDPR, Article 32).

Data Controller

The Data Controller is the undersigned Company (in the person of the pro-tempore Legal Representative) who can be contacted for any request regarding privacy or to exercise the rights listed below, at the following addresses:

Contact Details

MR Meccanica Reggiana Srl
Tel: 0522-515268 – Email: amministr@mrmeccanicareggiana.it

DATA SUBJECT'S RIGHTS

- Right to request the presence and access to personal data concerning him (Art.15 "Right of access")
- Right to obtain the correction/integration of inaccurate or incomplete data (Art.16 "Right to rectification")
- Right to obtain, if justified reasons exist, the cancellation of data (Art.17 "Right of erasure")
- Right to obtain the limitation of treatment (Art.18 "Right to restriction of processing")
- Right to receive data concerning him in a structured format (Art.20 "Right of Data Portability")
- Right to object to processing and automated decision-making, including profiling (Art.21, 22)
- Right to revoke a previously given consent;
- Right to file a complaint with the Data Protection Authority in the event of non-response

The following specific information is provided below, referring to:

- 1) data processing related to the operation of the site;
- 2) data processing of the Data Controller's customers / Data Controller's suppliers

1) DATA PROCESSING CONNECTED TO THE OPERATION OF THIS SITE

1.1 Navigation data

The computer systems and software procedures used to operate this website acquire, during their normal operation, some personal data whose transmission is implicit in the use of Internet communication protocols. This information is not collected to be associated with identified interested parties, but which by their very nature could, through processing and association with data held by third parties, allow users to be identified. This category of data includes the IP addresses or domain names of the computers used by users who connect to the site, the URI (Uniform Resource Identifier) addresses of the requested resources, the time of the request, the method used to submit the request to the server, the size of the file obtained in response, the numerical code indicating the status of the response given by the server (successful, error, etc.) and other parameters relating to the operating system and the user's IT system.

Purpose and legal basis of the processing (GDPR-Art.13, paragraph 1, letter c)	These data are used for the only purpose of obtaining anonymous statistical information on the use of the site and to check its correct functioning. The data could also be used to ascertain responsibility in the event of hypothetical computer crimes against the site (legitimate interests of the owner).
Communication scope (GDPR-Art.13, paragraph 1, letter e, f)	The data can be processed exclusively by internal personnel, duly authorized and trained in the processing (GDPR-Art.29) or by any subjects in charge of the maintenance of the web platform (appointed in this case external managers) and will not be disclosed to other subjects, disseminated or transferred to non-EU countries (unless subject to compliance with the requirements set out in Chapter V of the GDPR). Only in the event of an investigation can they be made available to the competent authorities.
Data retention period (GDPR-Art.13, paragraph 2, letter a)	The data are usually kept for short periods of time, with the exception of any extensions connected to investigation activities.
Conferment (GDPR-Art.13, comma 2, lett.f)	The data is not provided by the interested party but automatically acquired by the site's technological systems.

1.2 Site specific functions

Some pages of the site may involve the request for information from the user in relation to specific services (eg: request information, user registration, etc.).

Purpose and legal basis of the processing (GDPR-Art.13, paragraph 1, letter c)	Only the data necessary for the correct provision of the service and necessary to give a correct and exhaustive answer to the interested parties will be requested. The processing is subject to the acceptance of specific, free and informed consent (GDPR-Article 6, paragraph 1, letter a)
Communication scope (GDPR-Art.13, paragraph 1, letter e, f)	The data are processed exclusively by duly authorized and trained personnel (GDPR-Art.29) or by any persons in charge of the maintenance of the web platform (appointed in this case external managers). The data will not be disseminated or transferred to non-EU countries (unless subject to compliance with the requirements set out in Chapter V of the GDPR).
Data retention period (GDPR-Art.13, comma 2, lett.a)	The data are kept for times compatible with the purpose of the collection.
Conferment (GDPR-Art.13, comma 2, lett.f)	The provision of data relating to the mandatory spaces is necessary in order to obtain an answer, while the optional spaces are aimed at providing the staff with further elements useful to facilitate contact.

1.3 Creating an account and purchasing online

Registration allows you to create a User account, which you can use to make purchases on the site. Where applicable, even purchases made without creating a user profile involve the processing of data related to the completion of the sale.

Purpose and legal basis of the processing (GDPR-Art.13, paragraph 1, letter c)	We request the data necessary to create your profile (e.g., personal details, contact information, credentials, etc.) and for the administrative/operational management of purchases (e.g., payment details, delivery, etc.) and related services (e.g., returns, credit notes, vouchers, alerts, wishlists, etc.). Processing is carried out to fulfill contractual and pre-contractual obligations (product purchases) and related legal obligations (GDPR-Art. 6, paragraph 1, letters b, c), according to the terms and conditions of use set out on the dedicated page. A specific, free, and informed consent is also required (GDPR-Art. 6, paragraph 1, letter a), documented via a specific checkbox (GDPR-Art. 7, paragraph 1). Completing the optional fields is intended to provide information and services that are more consistent with your profile.
Communication scope (GDPR-Art.13, paragraph 1, letter e, f)	The data are processed exclusively by duly authorized personnel trained in data processing (GDPR-Art. 29). The company providing the technology platform and its representatives may access the data for website maintenance purposes only. The data will not be disclosed or transferred to countries outside the EU.
Data retention period (GDPR-Art.13, comma 2, lett.a)	The data is retained for periods compatible with the purpose of collection and related legal obligations (administrative documentation retention), in any case until the user requests deletion.
Conferment (GDPR-Art.13, comma 2, lett.f)	Failure to provide this data will make it impossible to complete your registration and make purchases.

1.4 Contacts and information requests

This page allows the interested party to request information. Identification and contact information are requested.

Purpose and legal basis of the processing (GDPR-Art.13, paragraph 1, letter c)	We request the identification and contact information necessary to respond to data subjects' contact requests. Sending the request is subject to specific, free, and informed consent (GDPR-Art. 6, paragraph 1, letter a), documented thru a specific checkbox (GDPR-Art. 7, paragraph 1).
Communication scope (GDPR-Art.13, paragraph 1, letter e, f)	The data are processed exclusively by duly authorized personnel trained in data processing (GDPR-Art. 29). The company providing the technology platform and its representatives may access the data for website maintenance purposes only. The data will not be disclosed or transferred to countries outside the EU.
Data retention period (GDPR-Art.13, comma 2, lett.a)	The data are kept for times compatible with the purpose of the collection.
Conferment (GDPR-Art.13, comma 2, lett.f)	Providing data in the mandatory fields is necessary to receive a response, while the optional fields are intended to provide staff with additional information to facilitate contact.

1.5 Chat on-line

The site features an "online chat service" that allows users to interact directly with support operators. The service can be used anonymously, as user identification is not required. All content freely entered by users will be used solely to respond to requests and will be retained for periods compatible with the purpose of collection. Data is processed exclusively by authorized and trained group personnel (GDPR-Art. 29) or by any individuals responsible for maintaining the web platform.

1.6 Data provided voluntarily by the user

The optional, explicit and voluntary sending of electronic and / or ordinary mail to the addresses indicated on this site entails the subsequent acquisition of the sender's address, necessary to respond to requests, as well as any other personal data included in the message. If the sender sends his CV to submit his professional application, he remains solely responsible for the

relevance and accuracy of the data sent. It should be noted that any curriculum without authorization to process data will be immediately deleted.

2) PROCESSING OF DATA RELATED TO RELATIONS WITH CUSTOMERS AND SUPPLIERS

2.1 Object of the treatment

The company processes personal identification data of customers / suppliers (for example, name, surname, company name, personal / fiscal data, address, telephone, e-mail, bank and payment details) and of their possible operational contacts (name, surname and contact data) acquired and used in the supply of the products / services provided.

2.2 Purpose and legal basis of the processing

Data are processed for:

- conclude contractual / professional relationships and supply services;
- fulfill the pre-contractual, contractual and tax obligations deriving from existing relationships, as well as manage the necessary communications connected to them;
- fulfill the obligations established by law, by a regulation, by Community Legislation or by an order of the Authority;
- exercise a legitimate interest as well as a right of the Data Controller (for example: the right of defense in court, the protection of credit positions; the ordinary internal needs of an operational, managerial and accounting nature).

Failure to provide the aforementioned data will make it impossible to establish a relationship with the Data Controller. The aforementioned purposes represent, pursuant to Article 6, paragraphs b, c, f, suitable legal bases for the lawfulness of the processing. If you intend to carry out treatments for different purposes (eg: marketing communications, photo / video content production, etc.), specific consent will be requested from the interested parties.

2.3 Methods of processing and storage time

The processing of personal data is carried out by means of the operations indicated in Art. 4 n. 2) GDPR and more precisely: collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and destruction of data. Personal data are subjected to both paper and electronic processing. The Data Controller will process personal data for the time necessary to fulfill the purposes for which they were collected and related legal obligations..

2.4 Scope of the processing

The data is processed by internal subjects duly authorized and trained in accordance with Article 29 of the GDPR. It is also possible to request the scope of communication of personal data, obtaining precise information on any external subjects who operate as managers or independent data controllers (consultants, technicians, banks, transporters, etc.) The data may be transferred outside the EU as part of the management of international contracts, in compliance with the conditions set out in Chapter V of the GDPR, aimed at ensuring that the level of protection of the data subjects is not compromised "*Article 45 Transfer on the basis of an adequacy decision, Article 46 Transfer subject to adequate guarantees, Article 47 Binding corporate rules, Article 49 Specific exemptions*". The data are not subject to automated processes that produce significant consequences for the data subject.

3) POLICY UPDATE

It should be noted that this information may be subject to periodic review, also in relation to the relevant legislation and jurisprudence. In the event of significant changes, appropriate evidence will be given on the home page of the site for a suitable time. However, the interested party is invited to periodically consult this policy.