

**Data Processing Notice Article 13
European General Data Protection Regulation (EU-GDPR) 2016/679**

"**TECHNACY S.R.L.**", in the capacity of Data Controller of your personal data, pursuant to and for the purposes of Regulation (EU) 2016/679 hereinafter 'GDPR', hereby informs you that the aforementioned legislation provides for the protection of data subjects with respect to the processing of personal data and that such processing will be based on the principles of fairness, lawfulness, transparency and protection of your confidentiality and your rights.

Data Controller: the Data Controller, pursuant to the regulations is "TECHNACY S.R.L.", with registered and operational office in Via Molveno, 5 - 48015 Cervia (RA), VAT/Tax Code: 02399920392 in the person of its legal representative pro tempore.

The Data Protection Officer ("DPO") can be contacted at the following email address dpo@technacy.it.

Categories of personal data, legal basis and purpose of processing: through the specific form made available by the Data Controller, common personal data (first name, last name and email address) and any additional information, to be provided on an optional basis, such as the name of the Company to which it belongs and/or regarding the nature of the appointment request, are collected and processed. The data are collected in order to provide feedback to the appointment booking request and, those indicated as mandatory (*), are strictly necessary for the proper handling of the request. In the absence of these, the Data Controller may not be able to recontact the data subject and provide the requested assistance. The legal basis is Art. 6(1)(b) (execution of a contract to which the data subject is a party or execution of pre-contractual measures requested by the same data subject).

Interested parties are urged not to include special categories of personal data (capable of revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, or relating to health) within the request. Where present, these will not be stored by the Data Controller.

Subject to free and explicit consent, the Data Subject's contact information may also be used for the purpose of sending marketing and promotional communications by the Data Controller. Consent may be revoked at any time by contacting the Controller at the addresses indicated. Withdrawal of consent does not affect the lawfulness of the processing conducted up to that point, by virtue of Article 7.3 GDPR.

Navigation data

The website hosting the appointment request form collects strictly functional and technical cookies through Matomo. You can get more information by viewing Matomo's Privacy section at the following link <https://matomo.org/>.

In particular, the computer systems and software procedures used to operate this site acquire, in the course of their normal operation, certain personal data whose transmission is implicit in the use of Internet communication protocols. This category of data includes IP addresses or domain names of the computers and terminals used by users, the addresses in URI/URL (Uniform Resource Identifier/Locator) notation of the resources requested, the time of the request, the method used in submitting 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 user's operating system and computer environment. These data, necessary for the use of web services, are also processed for the purpose of:

- obtaining statistical information on the use of the services (most visited pages, number of visitors by time slot or daily, geographical areas of origin, etc.);
- monitoring the proper functioning of the services offered.

For the collection and processing of this information it is not necessary to request the User's consent since there is no direct identification of the User.

Recipients of the data: for the proper management of the appointment booking service, the data acquired will be processed exclusively by duly trained and instructed personnel. Any other companies or third parties will be able to access the data under specific agreements and will be appointed, where the legal requirements are met, will be appointed as Data Processors ex art. 28 GDPR. This includes Brevo, provider of the Platform hosting the appointment request form, having its registered office at 55 rue d'Amsterdam, 75008 Paris, France. For any information on how they are processed, please refer to their privacy policy <https://www.brevo.com/it/legal/privacypolicy/>.

For the activities and methods of processing performed by Microsoft, including any extra-EEA transfers by adopting the appropriate safeguards for the non-EEA transfer, please refer to their specific privacy policy (<https://privacy.microsoft.com/it-it/privacystatement>).

Retention period: the data acquired will be retained until one year after the proper processing of the request made by the data subject as well as until consent is revoked for marketing purposes.



Rights of data subjects: the Data Controller guarantees the exercise of the rights set forth in Articles 15-22 of the GDPR by writing to the contact details above or directly through the specific functionalities of the Brevo Platform.

Complaint: Interested parties, if the conditions are met, also have the right to lodge a complaint with the Guarantor as a supervisory authority according to the established procedures.

For any further information, please contact the data controller at the references above.