



L.A.G. Laminati Alluminio Gallarate S.p.A.
Via Lazzaretto n. 88
21010 Cardano al Campo VA - ITALIA -
Tel. ++39,0331,732311 - Fax ++39,0331,732333
Codice fiscale e partita IVA : 01194040125
Registro Imprese di Varese n. 12661/80
R.E.A. Di Varese n. 162051
Capitale Sociale: € 2.184.000 int. vers.



Information to Customers and Suppliers about Regulation of personal data processing pursuant to art. 13 of Legislative Decree 196/2003 and to art. 13 of the General Data Protection Regulation (EU) 679/2016

L.A.G. Laminati Alluminio Gallarate S.p.A., with registered office in Via Lazzaretto 88, 21010 Cardano Al Campo (VA), Fiscal code and VAT No. 01194040125 (hereinafter, "**Controller**"), as Data Controller of the Processing, informs you pursuant to art. 13 Legislative Decree 196/03 (hereinafter, "**Privacy Code**") and to art. 13 of the General Data Protection Regulation (EU) 679/2016, that your data will be processed in the methods and for the following purposes.

1. Subject-matter of personal data processing

The Controller handles the identifying personal data (such as name, surname, company name, address, telephone number, e-mail address, bank and payment details) - hereinafter, "**personal data**" or even "**data**") that you have provided in any pre-contractual activity or at the conclusion of contracts for the supply of goods and / or services by the Controller.

2. Purposes of the processing

Your personal data are processed without your express consent (Article 24 letter a), b), c) Privacy Code and art. 6 letter b), e) GDPR), for the following Purposes.

- Contractual issues. Conclusion of contracts for the supply of goods and/or services by the Controller; fulfilment of pre-contractual, contractual and tax obligations arising from a relationship with you.
- Administrative and accounting. For the purposes of the provisions application concerning the protection of personal data, the processing performed for administrative-accounting purposes are those related to the performance of organizational, administrative, financial and accounting activities, whatever the nature of the data processed. In particular, internal organisational activities, those necessary to the fulfillment of contractual and pre-contractual obligations, to the management of the employment relationship in all its phases, to the bookkeeping and the application of the relative fiscal, trade union, state welfare, health and safety regulation, pursue such objectives.
- Information and promotions. The use of e-mail addresses provided by the customer in the context of a product or service sale, in direct selling activity, is allowed for sending information and newsletters. At the time of data collection and information, the data subject is informed of the possibility to object to the processing of the data, easily and free of charge (Article 130 paragraph 4 of Legislative Decree 196/03). To unsubscribe from the mailing list it will be enough to write at any time to the e-mail address privacy@lag.it or through the post to the Controller's physical address shown above (location) with the subject "unsubscribing the mailing list".
- Safety, pursuant to Legislative Decree 81/2008. With particular reference to the identifying data, freely submitted by the guest/visitor at our locations (name, surname, institution or



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belonging company), the processing has the exclusive purpose of ensuring compliance with the corporate safety procedures formally applied, even according to the regulations currently in force (e.g. entry in the register/visitor database, allocation of a temporary ID badge, applications of legal obligations on health and safety at work).

- To exercise the Controller's rights and the rights of defence.

3. Processing Terms

The processing of your personal data is performed by means of the operations indicated in art. 4 of the Privacy Code and art. 4 n. 2) GDPR and more precisely: collection, recording, organisation, storage, consultation, processing, alteration, selection, sorting, comparison, use, combination, blocking, communication, erasure and destruction of data. The personal data you provide will be processed in both printed and electronic and/or automated formats.

The Controller will keep the personal data for the time necessary to fulfill the aforementioned purposes and in any case for no more than 10 years from the termination of the Service Scope and for no more than 5 years from the collection of data for the Information and Promotional Activities.

4. Access to Data

Your data may be made accessible for the purposes covered by par. 2 of this document to:

- employees and collaborators authorized by the Controller;
- processing Managers and System Administrators designated by the Controller;
- third-party companies or other subjects (as an indication, credit institutions, professional firms, consultants, insurance companies for the provision of insurance services, third party technical service providers, mail couriers, hosting providers, IT companies, communication agencies, etc.) that carry out outsourced activities on behalf of the Controller, appointed if necessary, responsible for processing.
- entities that provide services for the management of the information System used by Controller and telecommunications networks, and who take care of the maintenance of the technological part (including e-mail and newsletters);
- freelance professionals, firms or companies in relation to support and consultancy relationships;
- entities that perform controls, audits and certification of the activities carried out by Controller;
- competent authorities for the fulfilment of legal obligations of laws and/or provisions of public bodies, upon request of the same.

Your data may also be processed, on behalf of the writer, by professionals and/or companies appointed to carry out technical, development, management, administrative and accounting activities.



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5. Data transfer

The Controller processes personal data by adopting appropriate security measures to prevent unauthorized access, disclosure, modification or destruction of personal data. Processing is carried out using IT and/or telematic tools, with organizational arrangements and logic strictly related to said purposes.

Personal data are processed at the registered office of **L.A.G. Laminati Alluminio Gallarate S.p.A.**, at the operational locations and through the use of servers, which are made available by third-party Providers and that are located within the European Union; for further information contact the Data Controller. In any case if necessary, it is understood that Controller will have the right to move the servers even outside the EU. In this case, the Controller hereby ensures that the transfer of data outside the EU will take place in accordance with the applicable legal provisions, prior stipulation of contracts in accordance with the methods set out in Chapter V of the GDPR.

7. Nature of data provision and consequence of any refusal to answer

With regard to the data that we are obliged to know, in order to fulfill the obligations arising from existing contracts and obligations under applicable laws, regulations, community legislation or provisions issued by the Authorities empowered by law and by supervisory and control entities; failure to provide such data will make it impossible to establish or continue the relationship, in so far as such data are necessary for the execution of the same.

The provision of data to allow the Controller to send commercial communications is optional; the data subject may, at any time, object easily and free of charge (Article 130 paragraph 4 of Legislative Decree 196/03). To unsubscribe from the mailing list simply write at any time to the e-mail address privacy@lag.it or by post to the physical address of the Controller shown above (registered office) with the subject "unsubscribe from mailing list".

8. Rights of the data subject

As data subject, you have the rights set forth in articles 15-21 GDPR and specifically: to obtain a confirmation or not of the data existence, to know its content and origin, to verify its accuracy, to request its integration, updating, correction, erasure, restriction of processing, portability, as well as to oppose, for legitimate reasons, to their processing.

Where applicable, you also have the right to be forgotten, as well as the right to complain to the Supervisor Authority.

9. Modalities for rights exercising

At any time you may exercise your rights by sending :

- a registered letter to **L.A.G. Laminati Alluminio Gallarate S.p.A.**, Via Lazzaretto, 88, 21010 Cardano Al Campo (VA);
- an e-mail to the address lag@legalmail.it

The updated list of Managers and data processors is kept at the Head office of the Data Controller.
(Ver. 1.0 - 25 May 2018)