

Dear Clients/Suppliers,

Pursuant to Article 13, EU Regulation no. 2016/679 (hereinafter referred to as “GDPR”), we would like to inform you that the data you provide will be treated using procedures and processes designed to ensure that the treatment of personal data is carried out in compliance with fundamental rights and freedoms, as well as the dignity of the interested party, with specific reference to privacy and security, personal identity, and the right to protect one’s personal data. We remind you that the treatment of your data is defined as any operation or set of operations performed with or without the use of automated processes applied to personal data or sets of personal data, such as the collection, registration, organization, structuring, preservation, adaptation or modification, extraction, consultation, use, communication by transmission, diffusion, or any other form of making available, comparing or interconnecting, limiting, deleting, or destroying your data (Article 4 GDPR).

1 Subject of the treatment and legal grounds

Pursuant to Article 6 of the GDPR, the data treated by ALBINI & PITIGLIANI S.p.A. is used to fulfill contractual obligations and/or for the execution of pre-contractual conditions. This data refers to:

- Personal and identification data, such as company name, VAT number, addresses, contacts;
- Data necessary for billing and payment, such as IBAN number;
- Contacts related to those who interact with ALBINI & PITIGLIANI S.p.A.;
- Data regarding the credit history of customers.

2 Origin of the data

Data is collected from the interested party through the compilation of paper forms. The data can also be collected through the request form on the website www.alpiworld.com and <https://www.alpiworld.it/>, telematic tools, and/or business applications.

3 Purposes of the treatment

Personal data and any changes to it that you will communicate in the future to ALBINI & PITIGLIANI S.p.A. are collected and treated exclusively for the following purposes:

3.1 WITHOUT EXPRESSED CONSENT for purposes related to the execution of the contract, which is based on the legal obligation that the Data Controller is subject to (in accordance with the obligations arising from the contract):

- Compliance with pre-contractual, contractual, and tax obligations deriving from the existing relationship;
- Compliance with the obligations deriving from the law, regulations, community legislation, and other orders from competent authorities;
- Other potential obligations as required by Legislative Decree 81/08 regarding health and safety at work;

- Management of correspondence and communications;
- Exercise of the rights of the holder.

4 Treatment method

The treatment is carried out through the methods indicated in Article 4 of the GDPR:

- Collection of data from the interested party by filling out paper forms, using telematic tools, and/or business applications;
- Recording and treatment of data through informatic and paper forms;
- Organization of archives mainly in automated form through company applications and computerized data.

The data will be treated using tools that guarantee its confidentiality, integrity, and availability. The treatment is carried out on paper and through informatic and/or automated systems and will include the operations or set of operations set out in Article 4 of the GDPR, which are necessary to carry out the treatment in question, including communication with the parties assigned to the treatment itself.

5 Data retention period (DATA RETENTION)

The Data Controller will treat personal data for the period necessary to fulfill the purposes mentioned above, in accordance with the law.

6 Communication of the data

The data will neither be disclosed to unauthorized third parties nor disseminated in any way, under any circumstances. In this respect, the treatment is conducted using appropriate security measures to prevent access by third parties to unauthorized data and to guarantee confidentiality. The Data Controller may communicate your data without your expressed consent for the purposes outlined in point 3 regarding the following subjects:

- National Agency for Transport Safety
- Security organizations, judicial authorities, regulatory bodies
- Other parties whose right to access personal data is recognized by law or secondary and/or community legislation.

These parties will treat the data in their capacity as independent Data Controllers.

7 Transfer of data

The management and storage of personal data will be carried out on the servers of the Data Controllers and/or third-party companies appointed as supervisors of the data treatment.

8 Nature of providing data and consequences of refusing to respond

The provision of data for the purposes referred to in point 3.1 is mandatory. In the absence of this data, it is not possible to proceed with a signed contract and the provision of the related service.

9 Rights of the interested party

All the rights provided by the regulation may be exercised:

[Exercising of rights with respect to the interested party: form](#)
[Policy with respect to the rights of the interested party](#)

10 Data Controller

The Data Controller is ALBINI & PITIGLIANI S.p.A. – Viale G. Marconi 46- 59100 Prato (PO) - Tel. 0574/5730 - Fax 0574/573986 - Mail: privacy-italy@alpiworld.com

The list of the Data Controllers and supervisors is available at the Data Controller's headquarters.

11 Method of exercising rights

Registered mail A/R: ALBINI & PITIGLIANI S.p.A. – Viale G. Marconi 46- 59100 Prato (PO) Mail: prato@alpiworld.com

ALBINI & PITIGLIANI S.p.A. reserves the right to verify the interested party's identity before taking further action regarding his or her request.

12 Reporting breach of data protection

It is possible to report the violation of data protection at any time to the email address: privacy-italy@alpiworld.com.

Privacy violation implies a breach of security that causes unauthorized destruction, loss, accidental or illegal alteration, disclosure or access to personal data transmitted, stored, or otherwise treated by Albin & Pitigliani SpA or by any third party appointed by it.

13 Updating and validity of the Data Protection Policy

Albin & Pitigliani SpA reserves the right to modify this Data Protection Policy at any time, with immediate effect. Therefore, it is advisable to periodically consult the Policy.

Last updated: June 2018