



## **ADVISORY NOTICE RELATIVE TO THE PROCESSING OF PERSONAL DATA FOR DATA COLLECTED FROM THE DATA SUBJECT**

### **AREA OF PROCESSING: RELOCATION SERVICES**

pursuant to art. 13 of EU Regulation 2016/679 relative to the protection of physical persons as regards the processing of their personal data, ROIATTI SRL (hereinafter referred to as the "Company" or "Data Controller"), with registered offices in Via L. Savio 33170 PORDENONE (PN) Italy, VAT code 01031670936, acting as Data Controller, hereby informs you, pursuant to art. 13 of European Union Regulation 679/2016 relative to the protection of personal data (General Data Protection Regulation – GDPR), that your personal data will be processed by said company.

#### **1. Type of data processed**

The Company is the Data Controller for the personal data provided by the User to the same, which includes:

- Lifestyle and consumer habits
- Assets, property, possessions
- Tax code and other personal identification numbers
- Surname and name, Tax code, address, e-mail address, telephone/cell number, bank coordinates, inclusion in protected categories, composition of family unit, data relative to income, state of health (illness/injury/maternity).
- Surname, name, date of arrival, gender, date of birth, municipality of birth, province of birth, country of birth, type of document, number of document, place of issue of document
- Data relative to property assets
- Data relative to family or personal situations
- Images
- Occupation
- Nature of assets
- Declared profession
- Company name/Name and surname, Tax code and other identification numbers, bank coordinates, address, e-mail address
- Value of goods

#### **2. Purpose of processing**

Your personal data is processed by the Company as part of its business operations.



In particular, the personal data provided by the Data Subjects will be processed, if appropriate using IT instruments, for the following purpose:

Management of its clients.

Legal grounds justifying the processing of the data: **Processing is necessary for the execution of a contract to which the Data Subject is a party or for the execution of pre-contractual measures adopted by request of the same.**

Said legal grounds are based on the following legislation: European Union Norms.

### **3. Methods of processing**

The personal data will be processed by the Company using electronic and manual systems in compliance with the principles of fairness, lawfulness and transparency as set forth in current legislation governing the protection of personal data and safeguarding the confidentiality of the Data Subject, by employing technical and organizational security measures intended to guarantee an adequate level of security.

### **4 Conservation of the data**

The personal data provided by the Data Subject will be processed for the period necessary to fulfil the service requested and, solely for tax purposes, for a further ten years from the completion of the service.

### **5. Communication, diffusion and transfer of the personal data**

The personal data shall be processed, to the extent necessary, by authorized employees of the Data Controller who have received adequate training and instructions, as well as by employees of third party subjects who provide services to the Data Controller and process the personal data on behalf of and subject to the instructions of the latter as the subject responsible for such processing.

As regards the communication of the personal data to third parties, the recipients may be:

Categories:

Recipient: Other public administrations (e.g. Municipalities)

Recipient: Consultants and freelance professionals, whether individually or in associations.

Recipient: Clients, hauliers, shipping companies, agents, software experts, professional consultants used by ourselves to ensure compliance with legal requirements.

Recipient: Suppliers, hauliers, shipping companies, agents, software experts,



professional consultants used by ourselves to ensure compliance with legal requirements.

More in general, during the course of the Company's normal business activities, the personal data may be communicated to subjects engaged the control, review and certification of the business activities of the Data Controller, consultants and freelance professionals engaged to provide assistance in fiscal and legal matters and, in the case of corporate operations for which it is necessary to assess the company's assets, bodies and public administrative organizations as well as persons who are lawfully permitted to receive such information, judicial authorities in Italy and broad and other public authorities, for purposes relating to legal obligations, or for the fulfilment of obligations undertaken in and deriving from contractual agreements, including the requirements deriving from legal proceedings.

The contact data may be communicated for occasional requirements to the Data Controller's clients or suppliers, for example when it is necessary to collaborate with said subjects for the provision of a service.

#### **6. Automated processing and/or profiling**

If the processing of your personal data involves automated processing or profiling, the characteristics of the same are as follows: This type of processing is not used.

#### **7. Other subjects connected with the processing represented in the European Union by the Data Processor:**

Name and surname of Data Processor: AGOSTINO PROSDOCIMO  
Tax code: PRSGTN49L09F770I

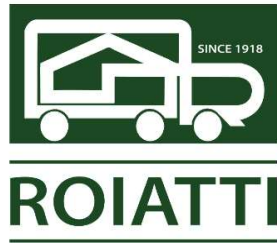
Person(s) responsible:

Name and surname: VIRNA ROSSI  
Tax code: RSSVRN64T62G888U

Name and surname: CLAUDIA PROSDOCIMO  
Tax code: PRSCDM83T47F770K

Name and surname: YURY KRASILNIKOV  
Tax code: KRSYRY85E18Z154X

Name and surname: ALICE ANSELMINI  
Tax code: NSLLCA82M57D530J



## 8. Rights of the Data Subject

In relation to the processing of the data described herein, the Data Subject may exercise the rights set forth in articles 15-21 of the General Data Protection Regulation, including:

- to receive confirmation of the existence of the Data and access their content (right of access)
- to obtain updating, modification and/or correction of the Data (right of rectification);
- to request the erasure or restriction of the processing of Data processed in breach of the law, including Data whose conservation is not necessary in relation to the purposes for which the Data were collected or otherwise processed (right to be forgotten or right to restriction of the processing); right to oppose the processing (right to object);
- to file complaints with the Supervisory Authority (Italian Data Protection Authority) in case of any breach of the regulations concerning the protection of Personal Data;
- to receive copies in digital format of the Data relative to the Data Subject, when such Data have been provided in relation to the contract and to request the transfer of such Data to a different Data Controller (right to data portability).

In order to exercise the above-mentioned rights, the Data Subject may contact the Data Controller by sending a request to:

Type of contact:

Address:

Notes:

When contacting our Company, the Data Subject must ensure that they include their name, e-mail or postal address and/or telephone number(s) in order to ensure that the request is handled correctly.

PORDENONE, 14/06/2018

THEREFORE:

I the undersigned

Tax code:

Give my consent to the Data Controller to implement the activities described hereabove, for which such consent represents the legal ground for said processing and, for this reason,

Give my consent



Do not give my consent

(N.B. The box must NOT be pre-flagged, and both the forms and the giving of consent must be tracked).

PORDENONE, 14/06/2018

Signature

**ADVISORY NOTICE PURSUANT TO ART. 7 OF [ITALIAN] LEGISLATIVE DECREE NO. 70/2003 AND EUROPEAN REGULATION NO. 676/16 (GDPR)**

Pursuant to art. 7 of [Italian] Legislative Decree no. 70/2003 "Implementation of Directive 2000/31/CE relative to certain legislative aspects of the information services offered on the domestic market, and with special reference to e-commerce", we provide herewith the following information:

Name of the provider of the service: ROIATTI Srl, hereinafter referred to as the DATA CONTROLLER

Registered offices: Via L. Savio, 14 – 33170 Pordenone (PN) Italy

Contact: +39 0434 573040

VAT code: 01031670936

Data Protection Officer, if appointed: call +39 0434 573040 for info

**ADVISORY NOTICE CONCERNING THE PROCESSING OF PERSONAL DATA - ART. 13 OF REGULATION 679/16**

The personal data collected on this site, as well as all other information concerning yourself, whether directly or indirectly, are processed and utilized as laid down in the principles set forth in Regulation 679/16.



Pursuant to and in accordance with the above-mentioned Regulation, the DATA CONTROLLER informs you that any data collected via the internet web site will be processed using principally IT instruments and procedures and for the following purposes:

- to respond to any queries submitted by yourself;
- to create and maintain a database of the most frequent queries, suggestions, and communications;
- to subscribe to our newsletter;
- for the technical management of navigation (see also "Processing of cookies").

The provision of the Registration Data is obligatory; failure to provide all or part of the data expressly indicated as being necessary for the achievement of the stated purpose shall preclude the possibility of Roiatti providing any response to your queries. The legal grounds on which the processing of the data is based are set forth in article 6, section 1, paragraph B of Regulation 679/16; in other words, such processing is necessary for the execution of a contract to which the subject is a party or for the execution of a contract to which the data subject is a party or for the execution of pre-contractual measures enacted by request of the same.

The data provided by yourself will be made known only to those employees of Roiatti s.r.l. who are specifically authorized to process such data in their capacity as Data Processors, and in any case solely for the purpose of completing the activities requested by yourself. Our employees are obliged to maintain confidentiality, also as required by our specific internal regulations. In any case, the data will never be divulged to third parties.

The data provided by yourself will be conserved for the period set forth in current legislation and regulations.

The data controller is ROIATTI Srl – Via L. Savio, 14 – 33170 Pordenone (PN) Italy, in the person of said company's legal representative, whom you may contact in order to exercise the rights set forth in articles 15, 16, 17, 18, 20, 21 and 77 of Regulation 679/16. Said rights may be exercised with the Data Protection Officer if nominated by the Data Controller.

The exercising of the rights set forth hereabove is conditional on the limits, regulations and procedures specified in the above-mentioned Regulation, which you are required to know and apply. Furthermore, in application of the terms of article 12, section 3, the Data Controller shall provide the Data Subject with information relative to the measures implemented, without any unjustified delay and in any case not later than



one month after receipt of the Data Subject's request. This date may be extended by two months, if necessary, taking into account the complexity and number of requests. The Data Controller shall inform the Data Subject of such extension and the motives for the delay not later than one month after receipt of the request.

### **ADVISORY NOTICE CONCERNING THE USE OF COOKIES**

In order to ensure efficient operation and to guarantee the services provided by third parties, our website utilizes technical cookies.

Technical cookies are used exclusively for the transmission of a message over an electronic communication network, either to the extent strictly necessary to the supplier of a service or the information company explicitly requested by the subscriber or the user for the provision of such service. These cookies are not used for any other purpose, and are installed as part of the normal navigation of our pages.

Cookies may be subdivided into navigation or session cookies, which serve to ensure normal navigation and use of the web site (such as making purchases or entering authentication in order to access reserved areas); "function" cookies, which allow the user to select from a number of parameters when browsing the site (e.g. the language, the products selected for a purchase etc.); these parameters are intended to improve the user experience. The prior consent of the user is not required for the installation of these cookies, but it is obligatory to provide this advisory notice pursuant to art. 13 of Regulation European Union 679/16 governing the protection of personal data.

When navigating a site, the user may also receive cookies from other sites or web servers (so-called "third party cookies"); this is because the site being visited may feature content such as, for example, images, maps, sounds, specific links to web pages from other domains on servers other than those containing the page requested. ROIATTI S.r.l. uses third party cookies, especially cookies from Google Analytics services (used by Google to collect and provide information in an aggregate form relative to the number of users and the way in which the user interacts with the site). The information generated by cookies relative to the utilization of the web site are transferred to Google Inc. (For information concerning use and, if appropriate, de-activation, please visit <http://www.google.com/analytics/learn/privacy.html> ).

The web site may also feature third party cookies from Facebook, Twitter and YouTube, which are not present on the servers of the web site; as a consequence, these are not transferred to the user's terminal. These cookies are activated if the user clicks on the FB, TW or YT icons or enters the respective social media sites, or uses the relative services in API. For information and instructions for disabling the saving of



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[twitter.com/privacy](https://twitter.com/privacy) [support.google.com/youtube](https://support.google.com/youtube).

In consideration of the especially invasive nature of these devices as regards the privacy of the users, we have requested your prior consent for the utilization of these cookies using a specific form on the home page of our site.