

SUPPLIER DATA PROTECTION POLICY

Arts. 13 -14 Reg. EU no. 2016/679, the 'GDPR'

WHO IS THE DATA CONTROLLER?

The data controller is **TB Marmi s.r.l.**, located at str. Statale 76 no. 39, 60037 Monte San Vito (AN), VAT number 02588520425, telephone +39 071948167, contact email: info@tbmarmi.it and certified e-mail (PEC): tbmarmisrl@pec.it

More information is available at: <https://www.tbmarmi.it/it/>

WHAT IS THE PURPOSE OF THE PROCESSING?

We process your data for procedural purposes related to the management of suppliers in fulfilment of contractual and legal obligations, as required by civil, tax, accounting, administrative management and security regulations. In addition, the data may also be processed for supply scheduling, order history, internal control services, assessment of the quality of services provided, complaint management, and for responding to requests for information submitted. Within our organisation, direct contact data (telephone number, e-mail, contact details, etc.) referring to your employees and collaborators and also company-specific data always pertinent to the contract in force between the parties may be collected and catalogued in order to improve the relevant references.

ON WHAT LEGAL BASIS DO WE PROCESS DATA?

Pursuant to Article 6(b) GDPR, the processing is necessary for the performance of a contract to which the data subject is party.

FROM WHOM DO WE COLLECT DATA?

Wherever possible, we always collect personal data directly from the Data Subject. If necessary for purposes of the relationship with the Data Subject, we may make requests to public bodies or conduct searches in public registers and/or databases.

WHAT CATEGORIES OF DATA DO WE PROCESS?

We mainly request and process only personal data categorised as 'common'. The providing of certain personal data is compulsory in order to be able to enter into the supply relationship and perform the related procedures and we will be unable to enter into the relationship if such data is not provided.

TO WHOM DO WE DISCLOSE PERSONAL DATA?

The data is processed at the registered office and operational headquarters of the Controller and at any other place where the parties involved in the processing may be located. Where provided for, your personal data may be communicated to other public bodies in compliance with the obligations laid down in laws and regulations. Where appropriate, it may be communicated to external companies that perform outsourced activities on behalf of the Controller, in their capacity as data processors.

HOW DO WE PROCESS THE DATA?

Your personal data will be processed by the Controller in both paper and digital formats. Only personnel authorised by the Controller may have access to it to carry out system maintenance processing operations. We take all technical and organisational measures to prevent unauthorised access, disclosure, alteration or

destruction. We also point out that we do not use, within our organisation, automated decision-making, including profiling, which produces legal effects concerning you and/or that significantly affect you.

IS DATA TRANSFERRED TO COUNTRIES OUTSIDE THE EU?

Your data will not be transferred to third countries outside the European Union or with data protection regulations that are not aligned with the GDPR; moreover, it will not be disclosed by us to unauthorised third parties for purposes other than those set out in this policy.

HOW LONG DO WE STORE THE DATA?

We will process your data for the time necessary to achieve the stated purposes for which it has been collected and will store it for the duration of the contractual relationship. The data may also be retained even after the termination of the relationship, for the entire period necessary to satisfy the obligations contractually undertaken and to fulfil the related obligations under applicable law. At the end of the envisaged period, the data will be destroyed, returned or processed while ensuring compliance with the principle of minimisation for the protection of the rights and freedoms of the data subject, and will always be stored using appropriate technical and organisational security measures.

WHAT ARE YOUR RIGHTS?

The data subject has the right to request from the Data Controller access to and rectification or erasure of personal data, restriction of processing concerning him or her or to object to its processing, as well as the right to data portability, in accordance with the GDPR, and, therefore, at any time he or she may request a digital copy of the data or its automatic transfer to other companies. In the cases provided, the data subject may also object to processing or withdraw any consent given. The data subject's right to lodge a complaint with the Data Protection Supervisory Authority remains unaffected (www.garanteprivacy.it). Any request to exercise these rights will be assessed within the limits of Articles 23 GDPR and 2-undecies and 2-duodecies of the Privacy Code. To exercise these rights or to obtain information on their content, we invite you to send a request by e-mail to the address of the Data Controller, indicated above, using the "*Form for Exercising of the Data Subject's Rights*" available on the website.