

Information on the processing of personal data related to art. 13 Reg. 2016/679 / EU for customers and suppliers.

Dear customer / supplier,

I hereby inform you that your personal data is processed in our company. The treatment is carried out in compliance with the criteria set by the European regulation on the protection of personal data, Reg. 2016/679 / EU, in force since 25th of May 2018 (hereinafter referred to as G.D.P.R.). According to the law, the treatment must be based on principles of correctness, lawfulness and transparency and protection of your privacy and your rights.

1. The data manager is Ormes Corradini, owner and legal representative of the company SCE S.r.l. with registered office in Via Giardini 1271 / G - 41126 Modena (MO) Tel. 059-514511 - Fax 059-514551 E-MAIL: info@sce.it

2. The personal and particular data collected for the performance of the contract, will be collected without the need for your express consent (according to art. 6.1 letter b), G.D.P.R.), and are used for the following purposes:

a. Fulfillment of the pre-contractual, contractual, fiscal or accounting obligations deriving from the relationship with you (medical service, services related to the Legislative Decree 81/2008, training, etc.), fulfill the obligations provided for by law, regulation, community legislation or Authority and for the management of commercial relations to the extent necessary to carry out the requested service in the best possible way;

b. The optional data for the purposes listed below require the express consent: Management of commercial relations necessary to perform the requested service in the best possible way; sending of informative and promotional material relating to our area of competence related to medicine on the , such as training courses or privacy, or use of merely carried out communications for customer loyalty through automated tools (e-mail, fax) and also using traditional methods of contact, with non-automated tools such as paper mail and / or operator calls.

3. Methods: personal data are processed by the data controller and by duly appointed data processors for the correct fulfillment of the purposes indicated in point 2) by electronic means and paper archives, as well as by the use of security measures to guarantee the confidentiality of data personal and to avoid undue access to unauthorized parties.

c. In the event of agreement between the parties, the documents relating to medical examinations may be kept at your premises, reminding them that no one will be able to open said documents without explicit consent from the Appointed Physician, they must be kept in closed cabinets that are not accessible to the public. Upon your request and explicit consent, the certificates relating to the suitability of employees may be sent by certified e-mail indicated by the company.

4. Communication: the accounting / tax data may be communicated to duly appointed external subjects who carry out activities on behalf of the data controller as an example: accountant, credit institutions and related external professionals. Personal data relating to means of communication (telephone, email, etc.) will be used by duly appointed internal representatives.

If necessary, the particular data relating to employees subject to visits or related to the service covered by the contract (accident, occupational disease, etc.) may be communicated to external professionals duly appointed for the purpose of providing a service and / or service in your interest . Limited to those data and operations indispensable to pursue the purposes referred to in point 2a, they may also be communicated to: public health organizations (ASL, hospitals, etc.); private health organizations (clinics, analysis laboratories, etc.) and health workers (medical specialists, pharmacists, etc.); assistance and social security institutions (Inps, Inail, etc.).

No communication to non-EU countries is allowed, there will be no diffusion (eg social networks, websites etc.) and no automated processes will be used, including profiling.

5. Methods: The Data Controller will process personal data for the time necessary to fulfill the above purposes:

- o 10 years for Accounting / tax purposes;
- o The medical, registry and occupational safety data (Legislative Decree 81/2008) relating to the employees' competence of the customer, will be canceled after the deadline by law (5 years);
- o Data relating to the purpose of a commercial nature within the terms of 2 years.

6. The interested party has the right to ask the data controller for access to your personal data or rectification or or the rectification or cancellation of the same or the limitation of the processing that concern it, or has the right to oppose their processing, in addition to the right to request the portability of the data.

The request can be made by email or by fax or registered letter with subject: "request by the interested party" specifying in the request the right that the interested party wishes to exercise (cancellation, rectification, portability, oblivion), together with a valid address e-mail address / pec to which to deliver the reply. The holder of the treatment or, anyone from the same person in charge, will proceed to satisfy the request within 30 days from the date of receipt. If the answer is complex, the time could be extended to a further 30 days, upon timely notification to the interested party. If he thinks it can appropriate to assert his rights, he has the right to lodge a complaint with the competent supervisory authority, corresponding to the National Privacy Guarantor, based in Palazzo Monte Citorio 121, Rome;

ACKNOWLEDGMENT

The interested party, having read the information provided related to Reg. 2016/679 / UE, declares that he has understood the purposes and methods of processing described therein.

Do you consent to the processing and communication of personal data for the purposes of an optional nature referred to in point 2 b) indicated in this information?

- I give my Consent
 I deny the Consent

We request that you return this form for acceptance to info@sce.it or via fax to 059-514551.

- Customer: _____
 Supplier: _____

Date: Signature of the Customer / Supplier for acceptance
