



Information pursuant to art. 13-14 EU Regulation 2016/679

Dear Supplier, pursuant to arts. 13 and 14 of EU Regulation 2016/679 and in connection to personal data which the firm Botti & Ferrari S.p.A. will come into possession of during the ongoing supply relationship with our firm, we inform you about the following:

1. Purposes of data processing.

Personal data processing is aimed at and necessary for the correct and complete execution of the ongoing business relationships with our firm, as well as for the execution of legal obligations which the firm is subjected to.

2. Modes of data processing.

a) Processing is performed through the following operations: collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and destruction of data. b) Operations can be performed with or without the aid of electronic or automated tools. c) Processing is exclusively performed by the data controller and/or data processors.

3. Data provision.

Provision of personal data is strictly necessary for the purposes of performing the activities referred to in point 1.

4. Refusal of data provision.

Your possible refusal to provide your personal data will entail the impossibility of fulfilling the activities referred to in point 1.

5. Data communication.

During and for the entire duration of the ongoing business relationships with Botti & Ferrari S.p.A. your personal data may be made aware of the data controller of the firm and data processors, as well as, in general, of all those public and private subjects whom the communication is necessary to, among which, for instance: (i) chartered accountants and (ii) competent Public Administrations.

6. Data disclosure.

Personal data are not subjected to disclosure.

7. Data transfer abroad.

Personal data will not be transferred to other countries of the European Countries and/or to third countries with respect to the European Union.

8. Data retention period.

Personal data will be retained for the entire duration of the ongoing business relationships with our firm and until their possible conclusion. Retention may continue beyond the expiry date of the relationship with Botti & Ferrari until deemed useful for the purposes referred to in point 1.

9. Rights of the interested party.

We inform you that you have the right to access personal data; to obtain the correction or cancellation thereof or the limitation of the processing that concerns you; to oppose the processing; to data portability; to withdraw consent to processing where necessary (unless the processing is necessary to fulfill a legal obligation incumbent on the controller or to perform a task of public interest) and to propose a complaint to the Privacy Authority. In order to facilitate the exercise of your rights, Botti & Ferrari S.p.A. prepared a special form containing all the necessary information and which can be easily requested by writing an e-mail to the address: info@botti-ferrari.com

10. Data of the data controller.

The data controller is the firm Botti & Ferrari S.p.A., based in Via Cappellini 11, 20124, Milan, tel. +39 02 6704275, fax +39 02 6703250.