

## **PRIVACY POLICY FOR THE PROCESSING OF PERSONAL DATA OF SUPPLIERS**

Your personal data are used by GASTALDI HOLIDAYS SRL ., which is the controller for the processing, in accordance with the principles of personal data protection established by the GDPR Regulation 2016/679 and the national legislation in force.

### SOURCE OF PERSONAL DATA

The collection of personal data is carried out by GASTALDI HOLIDAYS SRL . recording the data:

- collected directly from interested party, at the time of initial contact or subsequent communications
- provided by third parties

### METHODS AND PURPOSES OF DATA PROCESSING

We inform you that the data will be processed with the support of the following means:

- Mixed - electronic and paper
- with the following purposes:
- Fulfillment of fiscal or accounting obligations
  - Data communication to third parties to perform functions and technical activities necessary for the service
  - Processing, printing, enveloping and mailing of invoices
  - Delivery of the service produced
  - Supplier management (contracts, orders, arrivals, invoices)
  - Customer management (contracts, orders, shipments, and invoices)
  - Contractual relationships with customers/suppliers
  - Payment acceptance service
  - Electronic payment instruments (credit and debit cards electronic money).

### LEGAL BASIS.

1. The legal bases on which processing is based for common data, according to Art.6 of the GDPR Regulations, are:

- Performance of a contract, to which the data subject is a party (Art. 6 GDPR 2016/679);

The legal bases on which processing for special categories of personal data is based, according to Art.9 of the GDPR Regulations, are:

- Performance of a contract, to which the data subject is a party (Art. 6 GDPR 2016/679);

Without prejudice to communications performed in fulfillment of legal and contractual obligations, all data collected and processed may be communicated exclusively for the purposes specified above to the following categories of recipients:

- Supervisory and control authorities;
- Banks and credit institutions;
- Consultants and freelancers also in associated form;
- Authorized persons;

In the management of your data, moreover, categories of authorized persons and/or internal and external managers identified in writing and to whom specific written instructions regarding the processing of data may come to their attention.

#### CATEGORIES OF PERSONAL DATA

According to what is made explicit in Article 14 of the GDPR Regulations, since the data have not been obtained from the data subject, the categories of personal data subject to processing are listed below:

- Identification data (company name or name, i.e. first and last name of natural persons, head office address, telephone, fax, e-mail, tax data, etc.);
- Payment card holder, payment card no., payment card details;
- First name, last name, telephone no. and email;

#### RETENTION PERIOD

The data retention period is:

- Supplier management (contracts, orders, arrivals, invoices): Data will be processed for as long as necessary to carry out the existing business relationship and for the following ten years from the date of acquisition of the data.

#### RIGHTS OF THE DATA SUBJECT

Pursuant to the European Regulation 679/2016 (GDPR) and the national legislation in force, the data subject may, in the manner and within the limits provided by the legislation in force, exercise the following rights:

- request confirmation of the existence of personal data concerning him/her (data subject's right of access - Article 15 of Regulation 679/2016);
- know its origin;
- receive intelligible communication of it;

- have information about the logic, methods and purposes of processing;
- request the updating, rectification, integration, cancellation, transformation into anonymous form, blocking of data processed in violation of the law, including data no longer necessary to achieve the purposes for which they were collected (right to rectification and cancellation - Articles 16 and 17 of Regulation 679/2016);
- right to restrict or object to the processing of data concerning him/her (Art. 18 and Art. 21 of Regulation 679/2016);
- right of revocation;
- right to data portability (Art. 20 of Regulation 679/2016);
- in cases of consent-based processing, to receive their data provided to the data controller, in a structured, machine-readable form and in a format commonly used by an electronic device;
- the right to lodge a complaint with the Supervisory Authority (data subject's right of access - Article 15 of Regulation 679/2016).

The owner of the processing of your personal data is.

GASTALDI HOLIDAYS s.r.l.

p.iva 01470460997

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REA n.: MI - 1804315

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mail : customercare@gastaldiholidays.it

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Personal Data Protection Officer and related contact details:

Gastaldi Holidays srl as the Data Controller, has appointed its Personal Data Protection Officer (hereinafter also DPO/Data Protection Officer) IMTEC SRL , p.iva 02782560904, in the person of its legal representative pro tempore Ms. Carai Lisa in accordance with Articles 37 et seq. of the GDPR.

The contact details of the DPO (DPO - personal data protection officer) are as follows:

Email	privacygdpr.imtec@gmail.com
PEC	imtec srl20@pec.it
Phone	079671227