Azienda Metalli Laminati spa

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INFORMATION REGARDING THE PROCESSING OF PERSONAL DATA PURSUANT TO ART. 13 OF REGULATION (EU) 2016/679 (GDPR) AND NATIONAL LEGISLATION IN FORCE

Please be informed that the personal data you provide filling out the contact form available on this website https://www.metallilaminati.com/ ("Site") will be processed by **AZIENDA METALLI LAMINATI S.P.A.**, which, as Data Controller, has implemented appropriate technical and organizational measures to ensure its protection.
Personal data is information regarding an identified or identifiable natural person ("Data subject").
"Processing" means any operation or set of operations which is performed on personal data, whether or not by automated means, such as collection, recording, organisation, storage.

In view of the importance accorded to the protection and security of the Data subjects to whom such data refers, the Data Controller has appointed a Data Protection Officer ("DPO"), according to art. 37-39 of the GDPR.
The DPO may be contacted for matters relating to the data processing, including the exercise of data subject's rights, at dpo.aziendametallilaminatispa@kme.com.

Which personal data we process, why we do it (lawful basis and purposes) and how long we store it?
The following personal data will be processed: personal and contact details as well as any other information you will provide.
We may process your personal data for the following purposes:

Purpose of processing and nature of provision	Lawful Basis	Data Retention
Handling your request: The provision of personal data is mandatory in order to handle your request, therefore any refusal to supply them will determine the impossibility for the Data Controller to respond to your request.	The lawful basis for processing data transferred in the course of sending an email or over the contact form is formed by our legitimate interest (Art. 6 (1) (1) (f) GDPR). If the reason for email contact is to conclude a contract, then the additional legal basis for processing the user's data is the performance of pre-contractual measures and the contract you are part of (Art. 6 (1) (1) (b) GDPR).	The data will be stored as long as it is necessary for the pursuit of the aforementioned purposes and no longer than twelve (12) months after the last contact, unless we can rely on another justification, have informed you otherwise or you have given your consent for a longer retention period.

Who will have information regarding your data?
Personal data will be processed by authorized personnel, duly trained and operating under the authority and responsibility of the Data Controller. Personal data may also be processed by third parties that provide related services, including communication services, e-mail and postal mail services, technical services for the management of the Site, IT service providers and any other providers required by the complaint.
We will communicate only the data that are strictly necessary for the aforementioned purposes.

Where is your data processed?
Management and storage of personal data shall be in servers located in European Union belonging to the Data Controller or to third-party companies duly appointed as Data Processors. Please note that the use of IT-based storage and archiving systems may involve the transfer of data to foreign countries, both within and outside the European Union, in compliance with the safeguards required under applicable data protection laws, including, where appropriate, the existence of an adequacy decision or the implementation of Standard Contractual Clauses (SCCs).

What are your rights, and whom should you contact to exercise them?
Your rights pursuant to articles 15-22 GDPR encompass the following:

- Right to access
- Right to rectification
- Right to withdraw consent
- Right to erasure
- Right to restriction of processing

- Right to object to processing
- Right to data portability
- Rights in relation to automated decision-making and profiling

At any time and free of charge, with no particular formalities for your request, you can:

- obtain confirmation of the data processing performed by the Data Controller;
- access your personal data and know its origin (when the data is not obtained from you directly), the purposes and aims of the processing, the data of the subjects to which it will be disclosed, the time for which your data will be kept or the criteria useful to determining this;
- update or rectify your personal data so as to ensure that it is always exact and accurate;
- erase your personal data from back-up and other databases and/or archives of the Data Controller if, amongst other situations, it is no longer necessary for the purpose of the processing or if this is assumed to be unlawful and as long as the legal conditions are met; and in any case if processing is not justified by another equally legitimate reason;
- limit the processing of your personal data in some circumstances, for example where you have challenged its exactness, for the period necessary to the Data Controller to verify its accuracy. You must be informed, in time, also of when the suspension period has expired or the cause for the limitation to processing ceased applying and, therefore, said limitation has been revoked;
- obtain your personal data, if received or processed by the Data Controller with your consent and/or if its processing takes place in accordance with a contract and using automated tools, in electronic format, also so as to send it to another data controller.

The Data Controller must proceed in this sense without delay and in any case at the latest within a month of receiving your request. The terms may be extended by two months, if necessary, considering the complexity and number of requests received by the Data Controller. In these cases, the Data Controller shall, within a month of your request, inform you and make you aware of the reasons for the extension.

You can exercise the rights under articles 15-22 of the GDPR in the following ways:

- sending an e-mail to privacy@kme.com or a certified mail to aziendametallilaminatispa@arubapec.it;
- contacting the DPO at dpo.aziendametallilaminatispa@kme.com;
- sending a written request to the Data Controller's registered office.

To whom can you submit a complaint?

Without limiting your right to pursue further administrative or judicial remedies, you may file a complaint with the appropriate Supervisory Authority. This can be the authority in the country where you normally reside, work, or, if applicable, the EU member state where the violation of GDPR occurred.