## SUPPLIER'S PERSONNEL /STAFF DISCLOSURE REQUIREMENTS IN THE FIELD OF PROTECTION OF PERSONAL DATA

## Premises

Given that

- Sisram S.p.A. is evaluating the possibility to set up or has already in place a contractual relationship with You (hereafter "Supplier");
- in accordance with current legislation on the protection of personal data,
  - the Data Controller is the person, natural or entity, who is responsible for the decisions regarding the purposes, the methods of processing personal data and the tools used, including the security profile; in relation to the personal data of the Supplier's employees used by Sisram S.p.A. for its management of the business relationship with the Supplier is Sisram S.p.A. to qualify as Data Controller of the processing of such data;
  - as for "Data Subject", it refers to the natural person to whom the personal data belong, thus excluding the legal entity;
  - the Controller is obliged to inform in advance the interested party and the person with whom the personal data are collected;
- in the case of relationships between legal entities, as the current case between Sisram S.p.A. and the Supplier, the disclosure requirements to any interested parties involved in the related processing when they work or work with the Supplier and whose data can in any case be communicated, known and/or processed by the Data Controller in execution and in the performance of the main report is issued by the Data Controller through the Supplier itself;
- the Supplier undertakes to guarantee the interested party full knowledge of the essential elements of this requirement.

All this premised, Sisram S.p.A. with registered office in Via Palmieri 27, 10138 Torino, Italy, as Data Controller, informs the interested parties on what the purposes are and the methods of processing the personal data collected, their scope of communication and dissemination, in addition to the nature of their contribution.

# Purpose of the processing of personal data

We wish to inform you that the company Sisram S.p.A. with registered office in Via Palmieri 27, 10138 Torino, Italy, as Data Controller (hereinafter "Company" or "Data Controller"), processes the personal data of the subjects concerned for the sole purpose of execution and management of the provision of services, including professional and qualified, as well as for purposes strictly related to it.

## Processed Data

The identification and contact data of the supplier's personnel with whom the Company is in contact are to be processed. The purpose in that of providing the service that involves the supplier and necessary for the execution and management of the contractual relationship between the Controller and the Supplier.

## Processing methods

Personal data are used with non-automated tools in addition to electronic means.

# Circulation of data

The data may be used by personnel of the Company to whom a specific role has been assigned, and to whom adequate operating instructions have been given, as well as by third-party companies carrying out instrumental activities on behalf of the Data Controller; the latter acting as external data controllers and under the direction and control of the Controller.

The updated list of data processors is available by submitting a request to roberto.sansone@sisram.it

## Communication of data

Furthermore, the data may also be disclosed to the other companies of the group with which specific agreements exist for the purposes of shared treatment, for administrative and accounting purposes and to be used for the same purposes, to public bodies for the fulfillment of the law, as well as to third parties and companies, such as banks, credit institutions and companies closely linked to the collection of credit; legal and sector consultants, auditors; credit recovery, administration and contractual advice. The third parties indicated will act as autonomous data controllers.

Further information on the names of the individual companies in the group or on the categories of recipients of the data can be obtained by writing to roberto.sansone@sisram.it

#### Non-dissemination of data

Personal data are not disclosed to undetermined recipients.

#### Transfer of data abroad

Personal data are not to be transferred to foreign countries.

#### Data retention time

The data will be kept for the duration of the entire contractual relationship and in any case up to the limitation period in compliance with the rights and in compliance with the consequent obligations.

#### Contractor

The Contractor is Sisram S.p.A., with registred office in Via Palmieri 27, 10138 Torino, Italy.

### Data Protection Officer

The company does not use a person responsible for the protection of personal data (also known as Data Protection Officer "DPO").

### Rights of the data Subject

In relation to the processing of your personal data, you have the right at any time to obtain confirmation of the existence or otherwise of the same data and to know its content and origin, verify its accuracy or request its integration or updating, or correction; moreover, you have the right to request cancellation, transformation into anonymous form or blocking of data processed in violation of the law, and to oppose in any case, for legitimate reasons, to their treatment.

Requests should be addressed via e-mail, to the address: roberto.sansone@sisram.it

Please note that the person concerned also has the right to lodge a complaint with the Guarantor for the protection of personal data if he considers that his rights have not been respected or that he has not received confirmation according to law.