

## INFORMATION ON THE PROCESSING OF PERSONAL DATA

(Art. 13 EU Regulation no. 679 of 27 April 2016 on the protection of personal data "GDPR")

Dear Data Subject,

Pursuant to European Regulation 2016/679, we hereby inform you that your data will be processed in accordance with the principles of "lawfulness, fairness and transparency" (art. 5, letter a) and we are hereby providing you with the following information:

- Data Controller: **FAST AUTOMATION S.r.l.** - Via della Previdenza Sociale, n. 8 - 42124, Reggio Emilia (RE) - Italia

The Data Controller is responsible to you for using your personal data lawfully and fairly, and may be contacted for any information or requests regarding the processing operations set out below:

Ordinary management of suppliers		
Purposes not requiring consent	<u>Purpose</u>	<u>Legal basis</u>
	<b>Supplier management</b>	<i>Fulfilment of a contract and/or pre-contractual measures</i>
	<b>Conclusion of the contract and related obligations</b>	<i>Fulfilment of a contract and/or pre-contractual measures</i>
	<b>Fulfilment of tax and accounting obligations</b>	<i>Legal obligation</i>
<b>Treatment modes</b>	Data will be processed in hard copy and/or digitally through the use of IT tools	
<b>Automated decision-making process</b>	Processing is not based on automated decision-making	
<b>Type of mandatory data</b>	<b>Contact details, Bank details</b> <i>In the event of failure to provide data or the provision of incorrect data, it will not be possible to proceed with the contractual relationship</i>	
<b>Data transfer</b>	No data transfer to non-EU countries or international organisations	
Storage periods for personal data categories	<u>Category</u>	<u>Storage period</u>
	<b>Common data</b>	<i>The data will be processed for the duration of the pre-contractual activities and for the entire duration of the contractual relationship or for the period required by the applicable civil and tax law (usually 10 years).</i>

General accounting		
Purposes not requiring consent	<u>Purpose</u>	<u>Legal basis</u>
	<b>Accounting management</b>	<i>Legal obligation</i>
<b>Treatment modes</b>	Data will be processed in hard copy and/or digitally through the use of IT tools	
<b>Automated decision-making process</b>	Processing is not based on automated decision-making	
<b>Type of mandatory data</b>	<b>Personal data, Bank details</b> <i>In the event of failure to provide data or the provision of incorrect data, it will not be possible to proceed with the contractual relationship</i>	

<b>Categories of recipients</b>	<i>The data collected may be communicated, for legal obligations or for purely functional reasons within the scope of the contract, to the following categories of recipients:</i> <b>Accountancy firm</b>	
<b>Data transfer</b>	No data transfer to non-EU countries or international organisations	
<b>Storage periods for personal data categories</b>	<u>Category</u>	<u>Storage period</u>
	<b>Common data</b>	<i>10 years. In the case of specific rules, the storage period may be shorter or longer in order to comply with legal obligations.</i>

**RIGHTS OF THE DATA SUBJECT**  
(Articles 15 to 22 and Article 13 of the GDPR)

**We would also like to inform you of the following rights you may exercise with regard to the Data Controller:**

1. **Right to access:** The data subject has the right, in accordance with Article 15 of the GDPR, to request access to their personal data from the data controller.
2. **Right to rectification:** The data subject has the right, in accordance with Article 16 of the GDPR, to request the data controller to rectify their personal data.
3. **Right to erasure:** The data subject has the right, in accordance with Article 17 of the GDPR, to request the data controller to erase their personal data.
4. **Right to restrict processing:** The data subject has the right, in accordance with Article 18 of the GDPR, to request the data controller to restrict the processing of data relating to them.
5. **Right to object:** The data subject has the right, in accordance with Article 21 of the GDPR, to object to the processing of their personal data.
6. **Right to lodge a complaint:** The data subject may also lodge a complaint before a supervisory authority (e.g. the Italian Data Protection Authority) in accordance with Article 77 of the GDPR.

**CONTACTS FOR THE EXERCISE OF RIGHTS**

Requests to exercise rights may be addressed to the Data Controller at the following contacts:

<b>Address</b>	Via della Previdenza Sociale, n. 8 42124, Reggio Emilia (RE)	<b>Contact</b>	0522 506008, info@fastautomation.biz, fastautomationsrl@pec.it
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