

INFORMATION ON THE PROTECTION OF PERSONAL DATA FOR SUPPLIERS

Dear Sir/Madame (hereinafter, the Data Subjects),

the following paragraphs contain a series of useful information to understand how we process your personal information for the purposes of the contract existing between you and POLI.design Scrl, in compliance with the provisions in force regarding the protection of personal data and the principles of lawfulness, correctness, transparency, purpose limitation and retention, data minimization, accuracy, integrity and confidentiality.

We therefore invite you to read this information carefully.

1. DEFINITIONS

Legislation (in force regarding the protection of personal data) Privacy	Set of all the legislation relating to the protection of personal data: EU Regulation 679/2016 (GDPR or RGD), Legislative Decree 196/2003 (Code), Legislative Decree 101/2018, Legislative Decree 51/2018, Guidelines of the EDPB (ex WP29), Deontological rules and general authorizations of the Guarantor Authority, Provisions of the Guarantor Authority where applicable, International legislation in the field.
Processing	Any operation or set of operations, carried out with or without the aid of automated processes and applied to personal data or sets of personal data, such as the collection, registration, organization, structuring, storage, adaptation or modification, extraction, consultation, use, communication by transmission / dissemination or any other form of making available, comparison or interconnection, limitation, cancellation or destruction.
Data controller	The natural or legal person, public authority, service or other entity which, individually or together with others, determines the purposes and means of the processing of personal data.
Personal data	Any information relating to an identified or identifiable natural person ("data subject"); the natural person who can be identified, directly or indirectly, with particular reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more characteristic elements of his identity is considered identifiable: physical, physiological, genetic, psychic, economic, cultural or social.
Special categories of personal data (formerly sensitive data)	Personal information relating to ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, state of health, life or sexual orientation of the data subject, as well as genetic, biometric and localization information.
Data relating to criminal convictions and offenses	Personal information relating to criminal convictions, crimes or related security measures.

2. DATA CONTROLLER

POLI.design Scrl (hereinafter POLI.design) - with registered office in Via Don Giovanni Verità n. 25, 20158 Milan; Italian Tax Code / VAT number 12878090153 - in the person of the pro-tempore legal representative, is the Data Controller of your personal data according to the definition given in the **DEFINITIONS** paragraph of this document. For any information, you can contact him at the e-mail address privacy@polidesign.net.

The Data Controller has proceeded to identify and appoint a Personal Data Protection Officer or Data Protection Officer (hereinafter DPO), available at the e-mail address dpo@polidesign.net.

3. COLLECTED DATA SOURCE and CATEGORY

The data we process are those provided by you during the drafting of the contract. The data we collect are your name, surname, date and place of birth, address, telephone number, e-mail and tax code.

4. PROCESSING PURPOSE and LEGAL BASIS

POLI.design processes your personal data as defined above and indicated for the purposes described below:

- A. To fulfill the contractual obligations existing between you and POLI.design (GDPR, art.6, paragraph 1, lett. b);
- B. To fulfill the obligations established by regulations and by applicable national and supranational legislation (GDPR, Article 6, paragraph 1, letter c);
- C. To ascertain / exercise / defend the rights of the Data Controller in court (GDPR, Article 6, paragraph 1, letter f).

5. COMPULSORY COMMUNICATION OF DATA

The provision of your personal data is mandatory for the purposes contained in the paragraph PROCESSING PURPOSE and LEGAL BASIS of this information.

Conversely, failure to provide consent will not make it possible to fulfill the contractual obligations existing between you and POLI.design.

6. PLACE and METHOD OF DATA PROCESSING

Your data is processed within the European Union. All processing operations are carried out by means of computer / electronic tools, including automated ones, and on paper.

7. AUTHORIZED PROCESSING SUBJECTS

Your data will be processed by employees and collaborators who operate under the authority of the Data Controller, as well as by the structures that carry out support tasks, again on behalf of the Data Controller.

8. COMMUNICATION OF YOUR DATA TO THIRD PARTIES

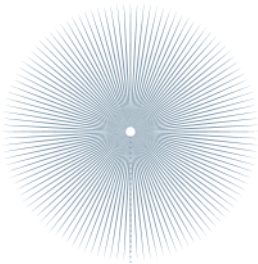
Your collected data may be communicated by the Data Controller to third parties for the purposes of the contract. Furthermore, the Data Controller will also make communications necessary for legal obligations, which may involve the transfer of data to Public Bodies, or, again based on the purposes for which it proceeds, to consultants or other subjects.

Third parties who process your data on behalf of the Data Controller, when they do not represent "independent data controllers" according to current legislation, have been appointed by the Data Controller as "Data Processors" pursuant to art. 28 of the GDPR. The list of appointed data processors is available upon simple request.

9. PERIOD OF CONSERVATION OF THE COLLECTED DATA

Your data collected for the purposes illustrated in the paragraph PROCESSING PURPOSE and LEGAL BASIS:

- will be kept for the purpose indicated in point A of the aforementioned paragraph for the entire duration of the contract and after its termination for the ordinary prescription period of 10 years increased by 1 (one) year;



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- will be kept for the purpose indicated in point B of the aforementioned paragraph for the duration provided for by law (10 years for administrative and accounting obligations) increased by 1 (one) year;
- will be kept for the purpose indicated in point C of the aforementioned paragraph for the entire duration of the judicial dispute, until the deadlines for appeals are exhausted.

10. YOUR RIGHTS

The Data Subjects have the right to obtain, in the cases provided for, access to their personal data and the correction and / or cancellation of the same and / or the limitation of the processing that concerns them and / or to oppose the processing (articles 15 and following of the GDPR). The specific request shall be submitted directly to POLI.design at the addresses indicated in the DATA CONTROLLER paragraph of this document. Data Subjects who believe that the processing of personal data referred to them, carried out according to the methods indicated therein, occurs in violation of the provisions of the GDPR, have the right to lodge a complaint with the Guarantor, as provided for by art. 77 of the GDPR itself, or to take the appropriate judicial offices (Article 79 of the GDPR).

I declare that I have read and understood this information.

Place and date _____

Full signature _____