

# M&D Costruzioni Meccaniche S.p.a.

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## Customers and Suppliers - Privacy Policy

M&D Costruzioni Meccaniche S.p.a. as Data Controller of your personal data, pursuant to and for the purposes of the EU Reg. 2016/679 hereafter 'GDPR', hereby informs you that the aforementioned legislation provides for the protection of the people concerned with respect to the processing of personal data and that treatment will be based on principles of correctness, lawfulness, transparency and protection of your privacy and your rights. Your personal data will be processed in accordance with the legislative provisions of the aforementioned law and the confidentiality obligations envisaged.

**Purpose and legal basis of the processing:** in particular, your data will be processed for the following purposes related to the implementation of obligations related to legislative obligations:

- tax and accounting statutory obligations;
- litigation management.

Your data will also be used for the following purposes related to the execution of measures related to contractual or pre-contractual obligations:

- assistance;
- customer management;
- supplier management;
- quality management;
- scheduling of activities;
- customer satisfaction.

**Processing methods:** Your personal data may be processed in the following ways:

- outsourcing of processing operations;
- electronic format.

Each treatment takes place in compliance with the methods referred to in articles 6, 32 of the GDPR and through the adoption of the appropriate security measures provided. Your data will be processed only by personnel expressly authorized by the Data Controller and, in particular, by the following categories of employees:

- Administration office.

**Communication:** Your data may be communicated to external subjects for a correct management of the relationship and in particular to the following categories including all the duly appointed Data Processors:

- banks and credit institutions;
- consultants and freelancers, also in associated form;
- transporters, post offices, logistics companies.

**Disclosure:** Your personal data will not be disclosed in any way.

**Personal data retention period:** In compliance with the principles of lawfulness, purpose limitation and data minimization, pursuant to art. 5 of the GDPR, the retention period of your personal data is:

- established for a period of time not exceeding the achievement of the purposes for which they are collected and processed for the execution and fulfillment of the contractual purposes;
- established for a period of time not exceeding the performance of the services provided;
- established for a period of time not exceeding the achievement of the purposes for which they are collected and processed and in compliance with the mandatory times prescribed by law.

#### **Cookie:**

As with most web sites, they are kept for statistical purposes and to improve the functionality of navigation on the site. The collection of information is possible through the use of cookies. A cookie is a small file that is transferred to your computer's hard disk when you connect to a website. The data relate to the geographic location of the service provider, the type of browser used, the IP address, pages visited, etc. The information thus collected allows you to see the frequency of visits to a site and the work done during the voyage. In this way, over time, you can improve your site content and ease of use. Even companies that transmit content to the site or sites which are accessible via links, may use cookies when the user selects the relevant link. In these cases the use of cookies is not under the direct control of the owner. Most browsers automatically accept cookies, but you can reject or select just a few, according to the set from "User preferences". However, if you inhibit the loading of cookies, some components of the site may stop working and some pages may be incomplete.

The treatment is done through automated means (eg. using electronic procedures) and / or manually for the time strictly necessary to achieve the purposes for which the data were collected, however, in accordance with current regulations.

Rejecting and disabling cookies ?

You can set your browser to accept or refuse the setting of all or certain types of cookies or to request to be notified when a cookie is set. Each browser has specific configuration instructions. These instructions indicate how to disable the most popular browsers:

If you are using Internet Explorer:

In Internet Explorer, click "Tools" then "Internet Options." On the Privacy tab, move the slider up to block all cookies or to the bottom to allow all cookies, and then click OK.

If you are using Firefox:

Go to the "Tools" menu of your browser and select the "Options" menu Click on the "Privacy" tab, uncheck the "Accept cookies" and click OK.

If you are using Safari:

In Safari select "Edit" and select "Preferences" menu. Click on "Privacy". Place the "Block cookies" setting always "and click OK.

If you are using Google Chrome:

Click the Chrome menu on the browser toolbar. Select "Settings". Click "Show advanced settings". In the "Privacy" section, click the "Content Settings" button. In the "Cookies" section, select "Do not allow sites to store data" and control "blocking third-party cookies and the site data", and then click OK.

If you use any other browser, look in the browser settings about how the cookies are handled.

Statistics Google Analytics (Google Inc.)

The service third-party content in this section allows to the Owner to monitor and analyze traffic data and the cookies are used to keep track of User behavior. Google Analytics is a web analytics service provided by Google Inc. ("Google"). Google uses Personal Information collected for the purpose of evaluating the use of this online space, create reports and share them with other services developed by Google.

Personal data collected: Cookie and Usage Data.

Processing location: USA – Privacy Policy Opt Out

Google has also developed an add-on for Google Analytics opt for the most common browsers: Microsoft Internet Explorer, Google Chrome, Mozilla Firefox, Apple Safari and Opera; This component facilitates the deactivation of these cookies.

You can learn more by visiting this external link: <https://tools.google.com/dlpage/gaoptout?hl=it>

Visit the following link to learn how to reject or delete cookies by Google:

<http://www.google.com/intl/en/privacypolicy.html>

Visit the following links to review the Google privacy policy:

<http://www.google.co.uk/intl/en/policies/privacy>

The Data Controller is M&D Costruzioni Meccaniche S.p.a. (Via A. Meucci, 2, 29013 Loc. Cimaghena -Carpaneto Piacentino (PC); e-mail: [info@m-dspa.com](mailto:info@m-dspa.com); phone: 0523852445; VAT 01370870337).

You have the right to obtain from the owner the cancellation, limitation, updating, rectification, portability, opposition to processing of personal data concerning you, and in the meantime you can exercise all the rights provided by art. 15, 16, 17, 18, 19, 20, 21, 22 of the GDPR.

#### **Rights of Data Subjects:**

You may exercise your rights by sending an email to [info@m-dspa.com](mailto:info@m-dspa.com); in particular, you may request access to personal data, its correction or cancellation or you may request limitation of processing and may object to processing. You will also have the right to data portability and if you wish to make a complaint you can also submit it to the personal data protection Authority.