

Privacy Notice pursuant to Article 13 of the European Regulation 679/2016

Dear Data Subject,

We inform you that, pursuant to European Regulation 2016/679 (hereinafter "**GDPR**" or "**Regulation**"), the Personal Data provided to **EUROFINS VERDELAB SRL** will be processed, including by means of computer and electronic tools, by **EUROFINS VERDELAB SRL**, which, as "Data Controller", provides its Suppliers, including potential Suppliers (natural persons and/or, in the case of legal entities, to corporate subjects acting in various capacities on behalf of the Supplier in pre-contractual and contractual activities), with the following information pursuant to Article 13 of the GDPR. It should be noted that terms with a capital letter not otherwise defined in this Privacy Notice will have the meaning given to them in Art. 4 of the GDPR.

1. Data Controller

The Data Controller is **EUROFINS VERDELAB SRL (Fiscal Code 04238470407)** - hereafter also only Data Controller- in the person of the legal representative *pro tempore*, with registered office in **Via Tolemaide 146, 47922 Rimini (Italy)**.

Contact details are as follows: e-mail info@verdelab.it

It will be possible to contact the Data Controller to exercise the rights recognized by the GDPR, and to request the updated list of Data Processors.

2. Personal Data

The Controller will process different categories of Personal Data, including but not limited to:

- a. Personal Data (such as, data about identity, fiscal code, other identifiers, residential and/or domicile address, e-mail address, telephone number, tax data, bank data. Where provided for in the contract, the Data Controller may process personal, contractual, pay and contribution Data also relating to the Supplier's employees and self-employed collaborators in order to verify the Supplier's compliance with legal, contractual and regulatory provisions and the pay and contribution regularity of the personnel employed in the execution of the contract);

3. Purposes of Data Processing.

The Processing is carried out for the following purposes:

- a. pre-contractual activities;
- b. complete management of the contractual relationship, including the execution of the contract;
- c. sending of communications inherent to the contract, in the course of the contractual relationship;
- d. activities related to the management of business relationships such as, by way of example, compilation of master data and database entry, ordinary bookkeeping, invoicing;
- e. fulfillment of legal obligations of administrative, accounting and tax nature;
- f. exercising and/or defending a right of the Data Controller in the competent venues;

4. Processing grounds

The legal basis of the Processing of Personal Data for the purposes referred to in letters **a**, **b**, **c** and **d** is represented by the need to execute the contract to which the Data Subject is a party or pre-contractual measures taken at the request of the Data Subject.

The legal basis of the Processing of Personal Data for the purposes referred to in letter **e** is represented by the legal obligations to which the Data Controller is subject.

The legal basis of the Processing of Personal Data for the purposes referred to in letters **f** is represented by the legitimate interest of the Data Controller.

5. Consequences of not providing Personal Data.

In relation to the purposes indicated in Article 3 letters a), b), c), d) and e), including those instrumental and/or related, or purposes related to the fulfillment of legal obligations, or related to the legitimate interest of the Data Controller, the provision of Personal Data is mandatory. Therefore, failure to provide Personal Data prevents the establishment and execution of the contractual relationship.

6. Data retention period

Personal Data will be retained for the period of time strictly necessary to achieve the purposes for which it was collected, determined on the basis of a criterion marked by compliance with the terms of the law and the principles of minimization of Processing and rational management of archives.

Specific Personal Data may be retained even after the termination of the contract, for as long as necessary to fulfill contractual, legal and specified purposes.

More specifically, Personal Data collected will be retained according to these principles:

- a. throughout the duration of the contract and for 10 years from the termination of the contract itself, a term corresponding to the ordinary statute of limitations;
- b. in the case of judicial litigation, for the entire duration until the exhaustion of the time limit for appeal actions and for 10 years from the termination of the last stage of proceedings, a term corresponding to the ordinary statute of limitations.

After the aforementioned retention periods have expired, the Personal Data will be destroyed, deleted or anonymized, consistent with the technical procedures for deletion.

7. Access and disclosure of personal data to third parties

The Personal Data, conferred for the aforementioned purposes, may be accessed by certain employees and/or collaborators of the Data Controller, specially authorized and trained.

Personal Data may also be communicated to the following categories of subjects:

- a. companies and/or subjects that provide, in favor of the Data Controller, administrative, accounting, fiscal, IT and management services and/or services, also for credit recovery purposes;
- b. companies and employees of the Eurofins Group as part of intercompany relations and/or administrative, accounting, tax, IT or health and safety at work services and/or services pursuant to Legislative Decree no. 81 of 2008;
- c. public bodies and entities in order to fulfill legal obligations to which the Data Controller is subject (e.g. of a fiscal nature);
- d. banks and credit institutions in relation to which the communication of Personal Data is necessary for the fulfillment of contractual obligations undertaken (payment management);
- e. consultants, accountants or lawyers who provide services functional to the purposes indicated in Article 3 above.

Some of the aforementioned subjects operate as autonomous data controllers (e.g. Entities and Public Subjects), others as Data Processors and as such have been appointed by the Data Controller. The full list of subjects to whom the Controller may communicate Personal Data is available at the Controller's offices and may be sent upon request.

8. Transfers outside the EU

As part of the contractual relationship between the Data Controller and Eurofins Group companies, Personal Data may be transferred outside the EU territory. The Processing of such Personal Data is bound to the purposes for which it was collected and takes place in strict compliance with the standards of confidentiality and security set forth in applicable data protection laws.

Whenever Personal Data is subject to international transfer outside the territory of the EU, the Data Controller will take all appropriate and necessary contractual measures to ensure an adequate level of protection of Personal Data in accordance with the provisions set out within this Privacy Policy, including, among others, the standard contractual clauses approved by the European Commission.

9. Profiling and automated decision-making processes

There are no automated decision-making processes.

10. Data Subject's Right

The Data Controller informs you that as a Data Subject, pursuant to Articles 15 et seq. GDPR, you have the right to:

- a. ask the Data Controller for confirmation of the processing or non-processing of your Personal Data;
- b. obtain access to, request rectification or updating of your Personal Data, object to, revoke consent (where it constitutes the legal basis of the Processing, and without prejudice to the lawfulness of the Processing based on the consent given prior to revocation), request data portability, request deletion or restriction of Processing, exercise the right to complain to the supervisory authority (Data Protection Authority - www.garanteprivacy.it).

You may address your requests to the Data Controller, whose contact details can be found in Article 1 of this Privacy Notice.

You also have the right:

- a. not to be subjected to a decision based solely on Automated Processing, including profiling, that produces legal effects concerning you or that significantly affects you in a similar way;
- b. to lodge a complaint with the Office of the Garante Privacy (by e-mail, at the address: garante@gpdp.it, or by mail, to the Garante per la Protezione dei Dati Personali, located in Rome (Italy), Piazza Venezia 11 Scala B, ZIP code 00187, ex art 77 Regulation;
- c. to take appropriate legal action ex art.79 Regulation.