



ITATOOLS s.r.l. Sede Operativa: Via Rossini, 340 - 21042 Caronno Pertusella (VA) ITALY  
 Tel.: +39.02.96450619 Fax +39.02.9659747 Mobile 347-7945220 info@itatools.it  
 Sede Legale: Via Rugabella, 1 - 20122 Milano Cap.Soc. Euro 100.000 i.v.  
 R.E.A. Milano 1789964 - C.F. , P.I.e Reg.Impr.Trib.Milano IT 05022340961

## INFORMATIVE REPORT ON PERSONAL DATA PROCESSING OF CUSTOMER AND SUPPLIER

To the senses of art the 13 of Decree Law n. 196/2003 which contains the Code in matter of personal data processing protection, the writing company, in quality of holder of the treatment, inform you that the acquired personal data with reference to the commercial relationships established will form object of treatment in the respect of the above-mentioned Code; in relation to the aforesaid treatments we provide you with the following information.

### COLLECTED PERSONAL DATA

The collected personal data are inherent essentially to:

- identification data (corporate name, registered/financial office, tel., fax, e-mail, tax data etc.)
  - data relating your economic and commercial activity (orders, solvency data, banking and financial data, account and tax data, etc).
- These data can be provided directly by YOU or can be acquired from independent thirds party as holders of the treatment (agents and representatives for the data relating to contracts and orders, or can be acquired from commercial information society or from public record, list or data-base for the data relating to the financial solvency)

### PURPOSE OF PROCESSING TO WHICH DATA ARE INTENDED

Purpose of processing to which data are intended are following:

1. Execution of contracts stipulated between Our company and YOU and connected engagements
2. Compliance with law obligation connected to the commercial relationship;
3. Managing of the contract (relationships with agents and representatives, with contractors for the organization of the activities that will be realized near purchasers);
4. Optional external professional collaborations in order to comply with law obligation;
5. Protection of the contractual rights;
6. Execution of internal statistical analyses;
7. Execution of marketing activities carried out through the shipment of promotional and advertising material related to products or services like those provided for by the current commercial relationship;
8. Information on the solvency.

### NATURE OF THE CONFERRING OF DATA

The conferring of data and treatment thereof are compulsory with reference to purposes 1, 2 and 5 relating to compliance with contractual and legal matter; the conferring of data is, also, compulsory with reference to purposes 3 and 4 relating to all the activities that the Our Company will inevitably perform in order to comply with contractual and legal obligation; however, your refusal to confer such data will prevent Our Company from continuing the same commercial relationship and complying with the law obligations. The conferring of data and treatment thereof are purely optional in other cases.

### METHOD OF PROCESSING OF DATA

Personal data processing will be carried out through paper means or computerized media and will be included in the relevant data-base (customer, supplier, management, etc.) which people in charge of the treatment of your personal data will be able to approach, and therefore could acknowledge them. People in charge of the treatment of your personal data could be able to carry out consultation operations, use, elaboration, compare and every other opportune operation also computerized, pursuant to the law disposition apt to guarantee principles of reservedness and protection of the data, as well as exactness, updating and relevancy of the data regarding the declared purposes.

### SUBJECTS OR SUBJECT'S CATEGORIES TO WHICH PERSONAL DATA COULD BE COMMUNICATED OR DISCLOSED.

Relating to the purposes 1, 2 and 5 the data could be communicated to the following subjects or subject's categories:

- Haulage contractors and shippers for the aspects connected to goods shipments and customs matter;
- Banks for the management of proceeds and payments
- Financial managements and other companies or public agencies in order to comply with normative obligation
- Competent authorities for compliance with law obligation
- Company and legal representative for the protection of the contractual rights

Relating to the purposes 3 and 4 data could be communicated to agents, representatives, dealers that operate for undersigned, contractors and free lands.

Relating to the purpose 6 the communication of data is not expected, except for the disclosure of statistics in combined and anonymous shape.

Relating to the purpose 7 the communication of the data outside is not, generally, expected, except for the optional communication to agents or representatives of undersigned that will carry-out the presentation or the shipment of the material in the situations already authorized from the customer with the expression of the consent. Relating to the purpose 8 data could be communicated to agencies and commercial information society.

The disclosure of the personal data is not expected.

### RIGHT OF ACCESS TO PERSONAL DATA AND OTHER RIGHTS PURSUANT ART. 7 OF THE CODE IN THE MATTER OF PERSONAL DATA PROTECTION

According to the processing of data that would involve You, to exercise your rights, pursuant to art.7 of the above-mentioned Code, you can converse with the Holder of Processing; your rights will be described hereunder. The interested party has the right to receive a confirmation of the presence or not of personal data that may concern him/her, even prior to being registered, and made understandable to that party. The interested party has the right to obtain:

1. Indication of the origin of personal data, of their purpose and methods of processing;
2. Indication of the logic applied for the processing of data acquired through the use of electronic means;
3. Indication of the holder, agents and representative identification data, who have been assigned to the Italian territory, when provided;
4. Indication of the subjects or categories of subjects the personal data could be given to or the subjects who could acknowledge the data as representatives assigned to the Italian territory, as managers or as agents;
5. Updating and amendments as well as supplements of data, if you would be interested;
6. Cancelling, anonymous change or locking of data which would be in violation of the law, including those that do not need to be retained, according to the purposes for which data have been collected or, subsequently processed;
7. Confirmation that the operations explained in the last two items have been notified, even in their contents, to whom those data have been communicated or disclosed, with the exception of those case when such fulfilment would be impossible or would mean using means way out of proportion as regards to the defended right.

The interested party has the right to oppose, as a whole or in part:

1. For legitimate reasons, to the personal data processing that concern him/her, if relevant to the collecting purpose;
2. To the personal data processing which may concern him/her, aimed at the sending of commercial material or direct selling or the carrying out of market analysis or commercial communication.

The exercise of the above-mentioned rights can be implemented through transcribing of the model supplied by the Guarantor of Privacy and available at ITATOOL Srl registered office, or subscribed in writing, by proxy or power of attorney to the actual persons.

Date, .....

Customer/Supplier Signature