

## OUR HANDLING OF YOUR DATA AND YOUR RIGHTS

Dear customer,

the protection of your personal data is important to us. According to Art. 13 of the EU Data Protection Regulation (GDPR) we are obliged to inform you about the purpose for which we collect, store or forward your data. You can also see from the information which rights you have with regard to data protection.

### **Data controller**

Rabensteiner S.r.l.

Via Julius Durst 88 - I-39042 Bressanone

Tel. +39 0472 272 900 - [info@rabensteiner.eu](mailto:info@rabensteiner.eu)

In accordance with the l.d. no. 196/2003 and articles 13, 14 and 21 of the EU Regulation (GDPR) 2016/679 (Data Protection Regulation) we process the following data:

### **Personal data like:**

- Anagraphic data (name, address, dates of birth, tax number)
- Operational data (data regarding the organization, projects, employees)

This data is stored, processed and, if necessary, transferred to third parties for the purpose of providing our services, only within the scope of our business relationship. Your data will not be transferred to countries outside the EU. Profiling and automated decision-making are not being used.

### **The legal bases for these data processing processes are:**

- the fulfilment of our pre-contractual and contractual obligations towards you
- the processing is necessary for compliance with a legal obligation to which the controller is subject (for example: documentation rights/obligations, tax laws, etc.)
- legitimate interests

### **Who gets my data?**

Your data will not be distributed, it will be treated confidentially within the scope of our business relationship for the provision of the services you requested.

- Tax consultant
- Public administrations as well as authorities if legal obligations require it
- Legal representative in case of claims

- Any natural or legal person, public or private, if the communication of the data proves to be necessary or obligated by law

The service providers are bound by contract and are obliged to treat your data confidentially.

**Purpose of the data processing:** The purpose of data processing is to fulfill your requested service/purchase of a product. The possible failure to provide the data prevents us from offering you the service.

**Storage duration:** is determined by the duration of our business relationship, and also by the legal storage obligations and legal duties applicable to us.

### Your rights

The data subject has the right to obtain confirmation from the controller as to whether or not personal data concerning him/her are being processed; if this is the case, he/she has the **right to be informed** of such personal data and to receive the information specified in Art. 15 GDPR.

The person concerned has the right to request the person responsible to **correct** incorrect personal data concerning him/her and, if necessary, to **complete** incomplete personal data (Art. 16 GDPR).

The data subject has the right to request the controller to delete personal data concerning him/her immediately if one of the reasons listed in Art. 17 GDPR applies, e.g. if the data is no longer needed for the purposes for which it was collected (**right to deletion**).

The data subject has the right to request the controller to **restrict processing** if one of the conditions listed in Art. 18 GDPR is met, e.g. if the data subject has lodged an objection to processing, for the duration of the controller's examination.

The data subject has the right to receive the personal data concerning him/her that he/she has provided to a controller in a structured, common and machine-readable format and has the right to transfer this data to another controller without hindrance from the controller to whom the personal data has been provided, under certain circumstances, e.g. if the processing is based on consent and the processing is carried out with the aid of automated procedures (**right to data transferability** Art. 20 GDPR).

The data subject shall have the right to **object** at any time, on grounds relating to his situation, to the processing of personal data concerning him. The data controller will then no longer process the personal data unless he can demonstrate compelling reasons for processing that are worthy of protection, which outweigh the interests, rights and freedoms of the data subject, or if the processing serves to assert, exercise or defend legal claims (Art. 21 GDPR).

Without prejudice to any other administrative or judicial remedy, every data subject has the **right to lodge a complaint with a supervisory authority** if the data subject considers that the

processing of personal data relating to him or her is in breach of the DPA (Art. 77 GDPR). The data subject may assert this right with a supervisory authority in the Member State in which he or she is resident, at his or her place of work or at the place where the alleged infringement is committed. In Italy the competent supervisory authority is: Garante della privacy

You can exercise your rights at the above stated address.