

In compliance with the obligations laid down by the GDPR General Data Protection Regulation - Regulation (EU) 679/2016, articles 13 and 14, with this notice we would like to inform you regarding the modalities of processing performed by the Data Controller ( Martin Langs, Unical Kessel und Apparate GmbH, Heilbronner Str. 50, 73728 Esslingen a.N., +49 711 45989-204, [martin.langs@unical-deutschland.de](mailto:martin.langs@unical-deutschland.de) )

#### **Nature of the data and place of processing**

The controller obtains on;y data that are necessary for the correct management of the relations established with the data subjects, in particular with regard to the related legal/contractual/professional obligations. The data are obtained directly from the data subject at the time of establishment of the professional/contractual/commercial relation or willingly provided by the data subject to the Data Controller's addresses (Internet site, e-mail inboxes, regular mail, etc.). The term "personal data" shall mean any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Processing will be performed at the Data Controller's local offices.

#### **Purpose of processing**

Personal data are processed exclusively for the correct management of the relation with the data subjects and the fulfilment of related obligations. Specifically, we would like to mention the following circumstances under which personal data are obtained:

CONTEXT OF THE ACQUISITION OF DATA		DATA SUBJECTS	PURPOSE AND DETAILS OF PROCESSING
1	<b>Data for the management of employment relationships</b>	Staff	Contractual and operational obligations
2	<b>Data for the management of contractual obligations (mainly sales/purchases)</b>	Customers, Suppliers (contact persons)	Administrative and commercial management and related communications
3	<b>Data for the management of warranties</b>	End buyers of the product	Management of the warranty service
4	<b>No attendance records</b>	Visitors to the company's offices	Security
5	<b>Video surveillance systems</b>	Persons not caught on camera	Security
6	<b>CVs and motivation letters for professional candidatures</b>	Candidates for professional relationships	Selection
7	<b>Data obtained through the contact forms on the company's website</b>	Persons requesting information	Reply to submitted queries
8	<b>Data obtained automatically by the Internet site's technologies</b>	All visitors to the website	To facilitate navigation and obtain aggregate statistical data

This general information notice is supplemented by simplified specific information (with links hereto) inserted in the electronic or paper-based forms with which personal data are collected.

#### **Modalities of processing**

The term "processing" shall mean any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

The data will be processed with the use of paper-based supports and with the help of electronic IT and data transmission tools, in ways and with tools likely to guarantee an adequate level of security and confidentiality of the data.

The data will be stored for a time compatible with the purpose of the collection and the related legal obligations.

#### **Disclosure and dissemination of data**

The data may be processed by internal authorised and trained personnel.

The data may be disclosed to external persons to fulfil obligations provided for by law or arising from a contract to which the data subject is a party or for administrative, financial or commercial needs (unless fundamental rights and freedoms, dignity or a legitimate interest of the data subject prevail).

The data subjects may request at any time, without formalities, the list of the third parties that may access the data.

#### **Rights of the data subject**

We would like to inform you that with regard to the aforementioned data the data subjects may exercise the rights of articles 7 et seq. of It. Legislative Decree 196/2003 and of articles 15-22 of Regulation (EU) 679/2016 and, in particular, the right of access to the data that concern them, the right to request their rectification, update and erasure, if they are incomplete, incorrect or collected in violation of the law, as well as the right to object to the processing of the data. The data subject has the right to the portability of data and the right to withdraw his/her consent, when foreseen, and to lodge a complaint with the supervisory authority.

The data subject may exercise the aforementioned rights by contacting the Data Controller at the following addresses:

Tel: +49 711 45989-204 - Fax: +49 711 45989215 - Email: [martin.langs@unical-deutschland.de](mailto:martin.langs@unical-deutschland.de)

#### **Martin Langs**

**UNICAL Kessel und Apparate GmbH**

The Data Controller is the writing company

#### **Provision of data and consent to processing**

The provision of data is automatic in the situations of **points 5 and 8 IF APPLICABLE** listed in the table of the paragraph "Purpose of processing", while it is mandatory in the other cases. Explicit consent is necessary only in the cases of point 1 (where sensitive data are processed), while it is not necessary in the other cases, since it arises from contractual obligations between the parties or from the Data Controller's legitimate interest.