

Privacy policy pursuant to articles 13 and 14 of the GDPR, 2016/679

(General Data Protection Regulation)

Dear user, we are hereby providing you with this policy pursuant to the European regulation regarding the protection of personal data, Regulation (EU) 2016/679 of 27 April 2016, applicable as of 25 May 2018 (General Data Protection Regulation or GDPR), with regards to the processing of your personal data (hereinafter referred to as “**Personal Data**”) carried out in relation to your navigation on the website www.sinigaglia.eu (hereinafter referred to as the “**Website**”).

Purpose of processing

The Personal Data will be used by the Data Controller for the following purposes:

- a) Respond to contact requests through the form on the Website.
- b) Send newsletters and/or promotional communications via email/mail.
- c) Analyse your curriculum vitae sent to the Data Controller via the Website.

The Website processes user navigation data with the use of cookies, as described in detail in the relative cookie policy.

Legal basis for processing

The processing of Personal Data is necessary in order to respond to your request for contact and/or analysis of your curriculum vitae made to the Data Controller. Your consent is necessary for the processing of Personal Data for the sending of newsletters and/or promotional communications via email/mail.

Communication of data to third parties

The Personal Data will usually be communicated to:

- third-party companies that provide services related to the activities carried out by the Data Controller and with which specific agreements pursuant to the GDPR have been signed.
- subjects to whom the communication of your Personal Data is necessary or in any case functional to the purposes mentioned above.

Duration of storage of data

The Personal Data collected for the purpose of sending newsletters and/or promotional communications will be stored until your consent is revoked.

The Personal Data collected via contact forms and curriculum vitae are cancelled after 12 months.

Rights of the data subject

You may, at any time and if the necessary conditions are met, exercise the following rights:

1) **Access**: the right to obtain from the controller confirmation as to whether or not personal data concerning them are being processed; 2) **Copy**: the right to ask the Data Controller for a copy of the Personal Data subject to processing; 3) **Rectification and Integration**: the right to rectification of inaccurate data and the integration of incomplete data, also by providing a supplementary declaration; 4) **Erasure**: the right to obtain from the Data Controller the erasure of personal data concerning them in the presence of one of the motives specified in the GDPR; 5) **Restriction**: the right to obtain from the controller restriction of processing where one of the conditions specified in the GDPR applies; 6) **Objection**: you have the right to object to the processing of Personal Data at any time in the cases specified in article 21 of the GDPR; 7) **Portability**: you have the right, in the event of the conditions specified in article 20 of the GDPR, to receive the personal data concerning you, which you have provided to the Data Controller, in a structured, commonly-used and machine-readable format; 8) **Lodging of a Complaint**: You have the right to lodge a complaint with the Italian Data Protection Authority. You may find the methods for the presentation of complaints on the Data Protection Authority’s website: www.garanteprivacy.it.

The Data Controller of your personal data is Cartotecnica Sinigaglia snc, with registered headquarters in via Stradone Del Dieci 19 – 45030 Villamarzana (RO) Italy, VAT no.: 00983470295, tel. +39 0425 938222. For further info concerning data processing or your rights you can write to info@sinigaglia.eu