INFORMATION FORM "CONTACTS"

This information is provided to users who fill out the contact form on the BBA ECOTECH website www.bbaecotech.com, in accordance with Article 13 of European Regulation (EU) 2016/679 on the protection of personal data (GDPR).

DATA CONTROLLER

The data controller (hereinafter referred to as the 'Controller') is BBA ECOTECH S.R.L.: registered office in Via Livatino 15/17/19 - 20066 Melzo (MI) – Tax Code and VAT No. 09667490966.

SOURCE AND TYPE OF DATA

Personal data, identification details (company, first and last name, etc.) and contact details (other personal identification details, such as email address) are provided voluntarily by the data subject via the form provided on the website.

PURPOSE OF THE PROCESSING

The personal data of interested parties, users who fill in the fields provided in the 'contact' form, are collected and processed within the limits strictly necessary to allow them to use the telematic services for the following purposes:

- respond to requests for information by the same.

LEGAL BASIS

The legal basis for the processing of personal data is the receipt of a request from the user. The personal data of the data subject, voluntarily provided by filling in the appropriate online form, is legitimately collected and processed in order to respond to requests for information received by email. In this context, the processing of data for the above-mentioned purposes is necessary for the pursuit of the legitimate interests of the Data Controller.

MANDATORY OR OPTIONAL NATURE OF DATA PROVISION

The data subject may refuse to provide the Data Controller with their personal data, as the provision of such data is optional. However, the completion of the indicated fields is essential in order to satisfy the requests received. Any refusal to provide data (identification and contact details) will therefore compromise the successful outcome of the request and will not allow the service to be used.

METHODS OF PROCESSING

Personal data will be processed using electronic tools, including automated methods, in accordance with the principles of lawfulness, necessity and relevance, adopting safeguards aimed at identifying adequate security measures at every stage of the processing phase. Personal data will be pseudonymised or identifying data will be removed (anonymisation) once the above-mentioned processing purposes have ceased and, in any case, upon expiry of the retention period indicated in the following paragraph. The Data Controller does not carry out processing consisting of automated decision-making processes (such as profiling) on the data of users who intend to use this service. The data will be processed by persons who are expressly authorised and trained in the protection of personal data. IT technicians (including outsourced technicians) who oversee the operation of the IT system may accidentally access the data.

DATA RETENTION

The Data Controller will retain personal data for the time necessary to pursue the purposes indicated in this policy and, in any case, until any request for restriction and/or opposition by the data subject. Subsequently, the data may only be retained for the time established by law or by explicit request from the Authority.

DATA RECIPIENTS

The personal data processed by the Data Controller will not be disclosed, i.e. it will not be made known to unspecified parties, in any form whatsoever, including by making it available for consultation or simply allowing it to be viewed. Personal data may, however, be disclosed to third parties (public or private entities to whom disclosure is required by law) and, to the extent strictly necessary to perform services on our behalf, to third parties (including, for example, companies that provide IT services, companies specialising in the management, development and maintenance of websites, etc.) which are used exclusively for the provision of services related to the purpose pursued, which our organisation, in order to ensure greater protection, has appointed as Data Processors (Article 28 of the GDPR) for the processing operations carried out by them. The list of data processors, identified and appointed in writing, is available from the Data Controller. Finally, personal data may be disclosed to parties entitled to access it under the provisions of law, regulations and EU legislation.

CROSS-BORDER TRANSFER OF DATA

No transfer of personal data to a third country or international organisation (Art. 13, paragraph 1, letter f) of the GDPR) outside the European Union (or the European Economic Area) is envisaged. However, the Data Controller reserves the right to use cloud services, in which case the service providers will be chosen from among those companies able to provide specific guarantees following a regulatory framework recognised by an adequacy decision of the European Commission (such as that of 10 July 2023, which officially approved the 'EU-US Data Privacy Framework' or the new agreement on data transfers to the United States) or, in the absence thereof, suitable contractual or agreed guarantees (including binding corporate rules "BCR" and standard contractual

clauses “SCC”). The Microsoft 365 Business solution, which includes the email service that uses the Office 365 software platform, belongs to Microsoft Ireland Operations Limited (One Microsoft Place, South County Business Park, Leopardstown, Dublin 18, Ireland), a company based within the European Union (EU).

RIGHTS OF THE DATA SUBJECT

The data subject to whom the personal data refer has the right to exercise their rights at any time (pursuant to Articles 15-22 of the GDPR) in order to obtain:

- confirmation as to whether or not personal data concerning him/her are being processed, as well as access to the data and the following information (purposes of the processing, categories of personal data, recipients and/or categories of recipients to whom the data have been and/or will be disclosed, storage period);
- the correction of inaccurate personal data concerning him/her and/or the integration of incomplete personal data, including by providing a supplementary statement;
- the deletion of personal data or the restriction of the processing of personal data (as a means of responding to unlawful or incorrect processing) in the cases provided for by current legislation;
- opposition to the processing (so-called ‘opt-out’) of personal data (as an expression of the will to cease a specific data processing) in the cases provided for by current legislation (it remains understood that this right does not exist where the legitimacy of the processing is based on consent, since in this case the right of revocation prevails); This may extend to the processing of your data for purposes related to marketing activities carried out using automated contact methods or traditional methods, and may be exercised in whole or in part (for example, only for communications via email or telephone, or by objecting only to the sending of promotional communications carried out using automated tools, etc.) or to processing that consists of automated decision-making processes (such as profiling, insofar as it is related to direct marketing purposes);
- • the portability of data relating to the data subject and provided by the data subject, in particular for the purpose of requesting the data controller to provide the personal data concerning him/her and/or requesting the data controller to transmit his/her data directly to another data controller (it being understood that this right applies only if the processing is based on a contract or consent and is carried out by electronic means) in the cases provided for by current legislation.

With regard to the exercise of their rights, data subjects may submit their requests by sending a specific communication by post to the Data Controller (at the above address) or by sending an email to sales@bbaecotech.com, specifying the subject of their request and the right they intend to legitimately exercise.

RIGHT TO COMPLAIN

Interested parties who believe that the processing of personal data relating to them violates the provisions of the Regulation have the right to lodge a complaint with the competent supervisory authority (Personal Data Protection Authority) in accordance with the procedures set out on the website www.garanteprivacy.it (pursuant to Article 77) or to take appropriate legal action pursuant to Article 79 of the Regulation itself (GDPR).