

**Information pursuant to Articles 13 et seq. of EU Regulation 679/2016 for the processing of personal data and consent to the processing of data.**

Pursuant to Articles 13 et seq. of EU Regulation 679/2016 (hereinafter GDPR) on the protection of personal data CIES Onlus, based in Rome, Via Merulana 198 (hereinafter "Data Controller"), as data controller informs you that your data will be processed in the manner described below.

1) Purpose, methods of processing and legal basis

The Data Controller processes personal identifying data (e.g. by way of example but not limited to first name, last name, tax code, address, telephone number, e-mail address, bank and payment references, VAT number, images, photographs and videos) communicated by you in connection with the conclusion and performance of contracts for services or work relationships concluded with the Data Controller itself.

Personal data means any information concerning an identified or identifiable natural person "data subject"; an identifiable person is one who can be identified, directly or indirectly, with particular reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more characteristic elements of his or her physical, physiological, genetic, mental, economic, cultural or social identity.

Processing of personal data means any operation or set of operations, performed with or without the aid of automated processes and applied to personal data or sets of personal data, even if not recorded in a database, such as collecting, recording, organizing, structuring storage, processing, selection, blocking, adaptation or modification, extraction, consultation, use, communication by transmission, dissemination or any other form of making available, comparison or interconnection, restriction, erasure or destruction.

The legal basis for processing is contractual, based on consent.

2) Purposes of processing

The data will be processed for the following purposes, manually and/or with the support of computer or telematic means, however suitable to guarantee the security and confidentiality of the data.

A - Your personal data are processed in compliance with art.6 lett.b), e) GDPR without your express consent for the following service purposes: to conclude contracts for the services and benefits provided by the Data Controller; to fulfill pre-contractual, contractual and fiscal obligations arising from any existing relationship with you; to fulfill the obligations provided for by law, by a regulation by the Community legislation, by an order of the Authority or by any act having the force or value of law; to exercise the rights of the Data Controller, for example that of defense in court, for purposes related to the management and administration of your working relationship with the Data Controller.

B - Your data are processed in compliance with art. 7 GDPR only with your specific consent, manifested through a separate authorization for the following purposes: to send you by e-mail, mail, text message and/or telephone contact, newsletters, information on the activities of the Organization, communications and/or advertising material on services and benefits offered or events organized by the Owner and detection of the degree of satisfaction on the quality of the services, performances and events themselves; to send you by e-mail, mail, sms and/or telephone contacts, newsletters, communications and/or promotional materials of third parties (e.g. "Altrove Srl" - [www.altroveristorante.it](http://www.altroveristorante.it)); to send you by e-mail, mail, sms and/or telephone contacts communications related to fundraising.

These actions could be designed in a personalized manner based on behavior characteristics (e.g., amount donated, frequency of donation, area of residence), interests and preferences with respect to our actions, with the consequence of identifying the interested party as a potential subject of our initiatives with certain characteristics (e.g., projects, participation in events, testamentary bequests, etc.) and addressing him/her only content in line with his/her needs (so-called "profiling").

In any case, information regarding age, sex, state of health, membership in trade unions or associations or ethnic, cultural or religious origins will be used exclusively for the purpose of enabling the Data Controller to verify compliance with the law and its best application in terms of equal opportunity of non-discrimination and of the proper management of human resources (e.g. for certifications of illness, maternity, injury, membership of protected categories, suitability to perform duties, health surveillance in accordance with the regulations that protect occupational health, leave, allocation of sums to entities or associations, etc. ).

Please note that if you are also already our supporter, donor, or subscriber to our newsletter, we may send you communications and/or information regarding services, benefits, and events of the Controller similar to those you have already taken advantage of, unless you disagree.

The Data Controller will process your personal data for as long as necessary to fulfill the above purposes and in any case no longer than 10 years from the termination of the relationship for the purposes of the service or relationship itself and no longer than 2 years from the collection of the data for the purposes referred to in point 2B.

### 3) Access to data

Your data may be made accessible for the purposes set forth in this policy and specified above to the following parties:

to employees and collaborators of the Data Controller or its investee companies in Italy, in their capacity as persons in charge and/or internal data processors and/or system administrators;

to third party companies or other entities (by way of example, credit institutions, professional firms, consultants, insurance companies for the provision of insurance services etc.) that perform outsourcing activities on behalf of the Data Controller, in their capacity as external data processors.

### 4) Communication of data

Without the need for express consent ex art. 6 lett. b) and c) GDPR), the Data Controller may communicate your data for the purposes described in this information to Supervisory Bodies and public entities (such as IVASS, INPS, INAIL), judicial authorities, insurance companies for the provision of insurance services, as well as to those subjects to whom the communication is required by law for the fulfillment of the said purposes. These subjects will process the data in their capacity as autonomous data controllers.

Your data will not be disseminated

### 5) Data Transfer

Personal data are located and stored at our servers, which are physically located within the European Union. It is understood in any case that the Data Controller, should it become necessary, will also have the right to move the servers to territories outside the European Union. In this case, the Data Controller assures as of now that the transfer of data to territories outside the EU will take place in accordance with the

applicable legal provisions by entering into, if necessary, agreements that guarantee an adequate level of protection and/or by adopting the standard contractual clauses provided by the European Commission.

#### 6) Nature of data provision and consequences of refusal to respond

The provision of data for the purposes mentioned above in point 2A) is mandatory. In their absence and in the absence of such conferment, the Data Controller will not be able to guarantee you the services referred to in point 2A) of this policy.

On the other hand, the provision of data for the purposes set forth in item 2B) is optional. You may therefore decide not to provide any data or to deny later the possibility of processing data already provided at any time: in this case, you will not be able to receive newsletters, information material on the activities of the Organization, fundraising communications, communications and/or advertising material related to the services and benefits offered by the Owner or events organized by the Owner. However, he/she will continue to benefit from the services referred to in Article 2A) above.

#### 7) Rights of the data subject

In your capacity as a data subject, you enjoy the rights set forth in Article 15 GDPR, namely the right to: obtain confirmation of the existence or otherwise of personal data concerning you, even if not yet recorded, and its communication in intelligible form;

obtain indication of: a) the origin of the personal data; b) the purposes and methods of processing; c) the logic applied in case of processing carried out with the aid of electronic instruments; d) the identification details of the owner, the managers and the designated representative under Art. 3, paragraph 1, GDPR; e) of the subjects or categories of subjects to whom the personal data may be communicated or who may become aware of them in their capacity as designated representative in the territory of the Italian State, managers or appointees; obtain: a) the updating, rectification or, when interested, the integration of data; b) the cancellation, transformation into anonymous form or blocking of data processed in violation of the law, including those that do not need to be kept for the purposes for which the data were collected or subsequently processed; c) certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected; d) object, in whole or in part a) for legitimate reasons, to the processing of personal data concerning you, even if pertinent to the purpose of collection; b) to the processing of personal data concerning you for the purpose of sending information material about the Organization's activities or for carrying out research aimed at fundraising activities or promoting events, through the use of automated systems, by e-mail and/or through traditional promotional methods, by telephone and/or by paper mail. It should be noted that the data subject's right to object, set forth in the preceding point b) above, for purposes of promotion through automated modalities extends to traditional ones and that, in any case, this is without prejudice to the possibility for the interested party to exercise the right of opposition even in part. Therefore, the data subject may decide to receive only communications by traditional means or only automated communications or neither type of communication.

Where applicable, he/she also has the rights set forth in Articles 16-21 GDPR (right to rectification, right to be forgotten, right to restriction of processing, right to data portability, right to object), as well as the right to complain to the Data Protection Authority.

#### 8) Modalities for exercising rights

You may exercise your rights at any time by sending a registered letter with return receipt to CIES Onlus, with headquarters in Rome, Via Merulana 198

9) Owner, manager and appointees

The Data Controller is CIES Onlus, based in Rome, Via Merulana 198 as expressly stated at the beginning of this document.

The updated list of any data processors and persons in charge of processing is kept at the registered office of the Data Controller.

10) Changes to this Information Notice.

This Policy is subject to change. We therefore recommend that you check this Policy regularly and refer to the most up-to-date version

NAME:

SURNAME:

**SIGNATURE ACCEPTANCE**

Only with your specific and separate consent (art. 7 GDPR), for the purposes mentioned above in point 2.B) (promotion, information, fundraising, newsletter

etc.)

Date \_\_/\_\_/\_\_\_\_\_

**SIGNATURE ACKNOWLEDGMENT**

Information on the Processing of Personal Data