

MANUALE PRIVACY

OCEAN SRL

Documentazione redatta in ottemperanza a quanto disposto dal GDPR 2016/679 "Regolamento generale sulla protezione dei dati" e dalla normativa nazionale vigente

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SUBJECT: Information pursuant to and by effect of articles 13 and 14 of the GDPR 2016/679 and of the current national legislation related to the protection of the processing of personal data.

With this disclosure, OCEAN SRL Unipersonale provides the interested party with the information pursuant to articles 13 and 14 of the GDPR 2016/679 regarding the processing of his/her personal data.

Data Controller.

The Data Controller is OCEAN SRL Unipersonale, with headquarters in Via Karl Ludwig Von Bruck, 32 - 34144 Trieste (TS).

Purpose and legal basis of the processing.

The collection and processing of personal data are carried out in order to conduct:

1. the fulfilment of all the operations set by regulatory obligations, including the possible evaluation of the supplier (processing necessary to fulfil a legal obligation to which the Data Controller is subject pursuant to art. 6 paragraph 1 letter c) of the GDPR 2016/679);
2. operations strictly connected and instrumental to the initiation of contractual relationships, including the acquisition of information preliminary to the conclusion of the Contract (processing necessary for the execution of a contract of which the interested party is a party or for the execution of pre-contractual measures adopted at the request of the same pursuant to article 6 paragraph 1 letter b) of the GDPR 2016/679);
3. the management of relations with the Supplier for administration, accounting, orders, shipments, invoicing, services, management of any out-of-court settlement of disputes where envisaged (processing necessary for the execution of a contract of which the interested party is a party or the execution of pre-contractual measures adopted at the request of the same pursuant to article 6 paragraph 1 letter b) GDPR 2016/679);
4. the management of any judicial dispute (processing attributable to the legitimate interest of the Data Controller pursuant to art. 6 paragraph 1 letter f) GDPR 2016/679, strictly limited to the assessment, exercise and defence of a right in court judicial);
5. any evaluation of the supplier on the basis of the ISO 9001:2015 specifications (treatment attributable to the legitimate interest of the Data Controller pursuant to art. 6 paragraph 1 letter f) GDPR 2016/679, strictly limited to the management of the Quality System).

The data collection and recording will take place in compliance with the principles set out in art. 5 GDPR 2016/679, namely: for specific, explicit and legitimate purposes and with methods compatible with these purposes, in the context of the processing necessary for the functioning of the business activity; exactly and if necessary, with appropriate updates. So that they are relevant, complete and not excessive with respect to the collection purposes; so that their conservation is functional to the period of time necessary for the purpose for which they were collected and subsequently processed according to the GDPR 2016/679 and the national legislation in force.

Personal data may be processed with the aid of both paper and telematic tools, or in any case suitable for recording and memorizing the data, and in any case in such a way as to guarantee its security and protect the maximum confidentiality of the interested party. Specific security measures will be observed to prevent data loss, illicit or incorrect use and unauthorized access in full compliance with art. 32 of the GDPR 2016/679 and of the current national legislation.

Mandatory or optional nature of disclosure of data and consequences of refusal.

The disclosure of personal data necessary for the fulfilment of legal obligations, as well as for the establishment of the contractual relationship or for its execution is mandatory. Failure to provide it implies the impossibility of following up on your requests or executing the contract.

Data communication.

Without prejudice to compliance with current regulations and in particular with the principles referred to in art. 5 GDPR 2016/679, personal data may be communicated, exclusively for the pursuit of the purposes mentioned in this information, to:

- Companies belonging to the same entrepreneurial group;
- Subjects to whom it is necessary to communicate the data for the execution of a contract of which the interested party is a part or for the execution of pre-contractual measures adopted at the request of the same, as well as, in general, for the pursuit of the aforementioned purposes in this information;
- Subjects in charge of credit management such as, for example, factoring companies, credit institutions, debt collection companies, credit insurance companies, commercial information companies;
- In particular, subjects who carry out processing on behalf of the Data Controller as Managers pursuant to art. 28 GDPR 2016/679, such as, by way of example but not limited to: professionals and/or companies responsible for carrying out activities in the administrative-accounting, legal, commercial, managerial, technical, technical-IT fields. The complete and updated list of Managers can be known, to those entitled, upon mere request at the headquarters of the Data Controller;
- Subjects authorized to access the data by current legislation and/or to whom data must be communicated in execution of legal obligations.

Personal data may be processed by employees and collaborators assigned to the competent offices of the Data Controller, explicitly authorized for processing on the basis of art. 29 of the GDPR 2016/679 and the current national legislation.

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OCEAN SRL			Partita IVA/C. Fiscale: 00122510324

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Data transfer abroad.

Personal data may be communicated and/or transmitted abroad, even to non-European third countries, only for the pursuit of the purposes referred to in this information, or for purely technical reasons related to the structure of the company information system and/or the application of technical and organizational security measures deemed suitable by the Data Controller (art. 32 GDPR 2016/679), and exclusively in compliance with the articles 44 s.s. of the GDPR 2016/679.

Data retention Period.

Without prejudice in any case to compliance with art. 5 GDPR 2016/679 ("conservation limitation principle"), the data will be stored in our archives according to the following parameters:

- Data processed for the fulfilment of the obligations pursuant to art. 2220 of the Civil Code: 10 years, without prejudice to any delayed payments of the fees which justify the extension;
- Data processed for supplier evaluation purposes: 36 months;
- Data processed for purposes other than the previous ones, in the context of the contractual relationship and referred to in this information: until the expiry of the contract and/or of the commercial supply relationship.

In relation to the specific statute of limitations established by the law, the data necessary for the assessment, exercise or defence of a right could be subject to longer retention times.

The verification of the obsolescence of the data stored in relation to the purposes for which they were collected is carried out periodically.

Rights of the interested party.

With regard to the personal data, the interested party can exercise the rights provided within the limits and under the conditions set forth in articles from 15 to 22 of the GDPR 2016/679 and by the national legislation in force. In particular, the GDPR attributes to the interested party:

- Right of access (art. 15 GDPR 2016/679);
- Right to rectify inaccurate personal data and right to integrate incomplete personal data (art. 16 GDPR 2016/679);
- Right to cancellation (art. 17 GDPR 2016/679);
- Right to limit processing (art. 18 GDPR 2016/679);
- Right to request the recipients to whom any corrections or cancellations or limitations of treatment have been communicated (art. 19 GDPR 2016/679);
- Right to data portability (art. 20 GDPR 2016/679);
- Right to object (art. 21 GDPR 2016/679);
- Right not to be subjected to a decision based solely on automated processing (art. 22 GDPR 2016/679).

In case of signing any form of consent to the processing, it should be noted that the interested party can revoke it at any time, without prejudice to the mandatory obligations established by current legislation at the time of the revocation request, by contacting the Data Controller at the following address Email: amm.ocean@ocean-team.com.

Right of Complaint.

The interested party who believes that the processing of personal data takes place in violation of the disclosures of the GDPR 2016/679 has the right to lodge a complaint with the supervisory authority of the European Union State in which he habitually resides, works, or of the place in which the alleged violation occurred, as provided for by art. 77 GDPR 2016/679, or to take the appropriate judicial offices.

Trieste, 25/05/2022

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