

Information pursuant to art. 13 GDPR - Customers and Suppliers

METLAB Srl, in its capacity as **Data Controller**, provides the following information to its Customers and Suppliers as part of their Privacy Policy. The updated and complete Privacy Policy can always be consulted at request.

Legal basis and purpose of the processing.

The data processed for customers and suppliers consists of personal data, contact data and billing data of the subjects involved in the commercial relations, obtained and collected in the course of communications passed for the establishment or execution of a contract, to fulfill legal obligations as well as for the pursuit of the legitimate interest of the Owner in providing for the protection of their rights as well as the management of the commercial network.

The data collected in this way will be processed for the following purposes:

- a. Execution of pre-contractual and contractual measures;
- b. Provide for the fulfillment of the law;
- c. Provide after-sales assistance;
- d. Archiving and conservation.

Provision of data.

The provision of data is mandatory for the pursuit of the stated purposes and in case of inaccurate or incomplete data it will not be possible to proceed with the conclusion or execution of the contract.

Method of treatment. Recipient categories. Transfers to third countries or international organizations.

The processing of the collected data is carried out with manual, computerized and telematic tools, also using third parties specifically appointed as data controllers. An automated decision-making process (such as the profiling, for example) and the dissemination of data.

The transfer of data to other countries outside the European Union or to international organizations is excluded; exception of the use of tools and applications of providers residing in the United States certified according to the Privacy Shield (<https://www.privacyshield.gov/>) or in the presence of another decision of the Commission's adequacy pursuant to art. 45 GDPR.

The data collected and processed will be communicated within the limits of the purposes to be pursued also to partner companies business and consultants of the Owner in relation to the contract activity, as well as banking and insurance institutions for the management of payments and to public administration bodies to fulfill legal obligations.

Retention period.

The data collected and processed are kept as long as the commercial relationships are in force, after which they will be deleted at the end of the 10-year limitation period for the rights.

Rights of the interested party.

It is the right of the natural person to whom the data processed refers to obtain access, rectification, cancellation of data processed or otherwise ask for the limitation or oppose the treatment, as well as ask for the portability of the data provided. Mode dedicated to the exercise of these rights is a communication by registered letter to the registered office or otherwise to e-mail to company addresses.

It is also the right of the interested party to propose a complaint to a supervisory authority such as the Authority for the Protection of the personal data.