



**G.E.A. s.r.l.**

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**GRAVITY ALUMINIUM CASTING  
ALUMINIUM DIE CASTING  
GRAVITY AND DIE MOULDS  
CNC CASTINGS WORKING  
ALUMINIUM FLANGES**

## PRIVACY POLICY PURSUANT TO ART. 13-14, GDPR EU/2016/679

European Regulation EU/2016/679 (hereafter "**Regulation**") establishes rules concerning the protection of individuals with regard to the processing of personal data, as well as rules concerning the free movement of such data. In compliance with the principle of transparency provided for by Art. 5 of the Regulation, **G.E.A. srl** Via Gallarà 547 21050 Castelseprio (va), as Data Controller, provides you with the information required by Arts. 13 and 14 of the Regulation.

### Purpose of the Data Processing

The processing of your personal data will be based on principles of correctness, lawfulness and transparency, protecting your privacy, your rights and in accordance with the corporate privacy policy. The company also undertakes to process your data in compliance with the principle of "minimisation", or by acquiring and processing data limited to what is necessary with respect to the following purposes:

- ◇ Processing the **CLIENT DATA BASE**:
  - a) Complaints management
  - b) Management of customer contracts
  - c) Sending information about new services/products
  - d) Issuing offers to potential customers
  - e) Recovery of unpaid credits
  - f) **TAX AND ACCOUNTING DATA MANAGEMENT**

Processing	CUSTOMER DATA BANK	
Criteria	Purposes	Consent
processing is necessary for the performance of a contract to which the data subject is a party or in order to take steps at the request of the data subject prior to entering into a contract;	<ul style="list-style-type: none"> <li>• Complaints management</li> <li>• Management of customer contracts</li> <li>• Recovery of unpaid credits</li> <li>• <b>TAX AND ACCOUNTING DATA MANAGEMENT</b></li> </ul>	Regarding the relative purposes, processing can be carried out without your consent
Processing is necessary for the performance of a task that is in the interests of the company	<ul style="list-style-type: none"> <li>• Sending information about new services/products</li> </ul>	Regarding the relative purposes, processing can be carried out without your consent



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the data subject has given consent to the processing of his or her personal data for one or more specific purposes;	• Issuing offers for potential customers	In relation to the relative purposes, the treatment can be carried out only if the interested party has given his consent to the processing of his personal data.
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The provision of your personal data and consent to processing is mandatory, for the purposes of:

- ◇ Processing the **CLIENT DATA BASE**:
  - a) Complaints management
  - b) Management of customer contracts
  - c) Recovery of unpaid credits
  - d) TAX AND ACCOUNTING DATA MANAGEMENT

and your refusal to provide data will make it impossible to enter into the contract. The provision of your personal data and consent to its processing is mandatory, for the purposes of:

- ◇ Processing the **CLIENT DATA BASE**:
  - a) Sending information about new services/products
  - b) Issuing offers to potential customers

it is optional and your refusal does not prevent correct conclusion and subsequent execution of the contract.

### Processing Methods

The processing of your personal data will be carried out using paper and computerised methods in compliance with the provisions on the protection of personal data, and in particular, with the appropriate technical and organisational measures pursuant to Art. 32.1 of the Regulation, and in observance of every precautionary measure that guarantees integrity, confidentiality and availability.

### Source from which the data originates

Processing	CUSTOMER DATA BANK	
DATA COLLECTED FROM THE DATA SUBJECT	DATA COLLECTED BY THIRD PARTIES	
	TYPE OF DATA	SOURCE
Clients	Clients	The data is communicated by other customers
	Clients	The data is collected from third parties (consultants, social media, internet ...)
	Clients	The data is communicated by other suppliers
	Clients	Trade fairs



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### Categories of recipients:

Strictly in relation to the purposes indicated above and for the consents provided, the personal data collected may be communicated to the following subjects or subject categories:

◇ For processing the **CLIENT DATA BASE**:

- a) Lawyers
- b) Banks
- c) Consultants and freelancers and those operating as an association
- d) Employees

We also inform you that:

- communication of your data to the subject categories referred to in letters a), d) and e) constitutes a legal obligation with which the Data Controller must comply;
- communication of your data to the subject categories referred to in letters a), b), c), d), e) and f) is necessary to give effect to your contract.

In relation to these categories of recipients, the Data Controller undertakes to rely exclusively on subjects that provide adequate guarantees regarding data protection and will appoint them as Data Processors pursuant to Art. 28 of the Regulation. The list of Data Processors is available within the company and can be viewed upon making a request to the Data Controller.

Furthermore, your data will be processed exclusively for the purposes mentioned above, by company employees and/or collaborators, specifically authorised and instructed by the Data Controller pursuant to Art. 29 of the Regulation.

Personal data collected will not be released unless it is so required by law, regulation or by EU legislation.

### Transfer of personal data

◇ For processing the **CLIENT DATA BASE**:

Your personal data will not be transferred to non-European countries or international organisations.

### Retention period

Processing	CUSTOMER DATA BANK	
CATEGORIES OF DATA:	RETENTION PERIOD	REFERENCES TO REGULATIONS
Gea srl Files of images and drawings for digital printing, Reliability data or payment punctuality, Order management data, Invoices, Contact details (telephone number, e-mail, etc.), Bank details.	The documentation will be kept in special archives for 10 years, accessible only by authorised persons. At any time upon request, the data subject has the right to assert his rights pursuant to Reg. 679/2016 The 10-year period is for tax and accounting documents, the rest of the documentation will be retained.	Art. 5.1 (e) of Reg. EU 2016/679 Criteria for determining the retention period for personal data



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## Rights granted to the data subject

You can exercise your rights vis-à-vis the Data Owner at anytime, under Arts. 15-22 of the Regulation. In particular, you will have the right at any time to ask:

- for access your personal data;
- that your personal data be corrected in case of inaccuracy of the same;
- for deletion of your personal data;
- for a restriction in its processing;

You will also have:

- the right to oppose the processing of your data if such processing is in the pursuit of a legitimate interest of the Data Controller, where you consider your fundamental rights and freedoms are violated;
- the right to withdraw your consent at any time in relation to the purposes for which it is necessary;
- the right to the portability of your data, ie., the right to request and receive the personal data referred to you, in a structured format, commonly used and readable by automatic devices.

## Name and contact details of the Data Controller

◇ For processing the **CLIENT DATA BASE**:

The Data Controller is: **G.E.A. srl**, registered office: Via Gallarà 547 21050 Castelseprio (va), phone: 0331/820440, e-mail: [info@geafonderia.it](mailto:info@geafonderia.it)