

## **INFORMATION ON TREATMENT OF PERSONAL DATA (article 13 L. D. 196/2003)**

**1.** *In compliance with and in the manner provided by the provisions of the article 13 L. D. 196/2003 PALOMA TC, as proprietor, informs about the purpose and the use of personal information, its communication and diffusion and the nature of the requested information.*

**2.** *Information collected are processed and used for instrumental purposes connected to activities, such as recording, invoicing and processing.*

**3.** *Personal data are processed through paper and electronics means by internal in charge personnel. Data are stored in paper or electronics archives in full respect of minimum security measures required by law.*

**4.** *Personal, fiscal or account information won't be spreaded, sold or exchanged with third parties, unless communication to third parties is functional to work activities, such as administrative, account or fiscal activities and unless it is essential to carry out the obligations undertaken by the parties. In this case the treatment of personal information shall be fair and in respect of law.*

**5.** *The person concerned has the right to obtain confirmation of the existence or non existence of the personal data concerning the same, even if not yet recorded, and the communication of the said information in an intelligible form. The person concerned has the right to obtain the following:*

- a) the source of the personal data;*
- b) the purpose and the means of processing;*
- c) the logic applied if the data is processed using electronic means;*
- d) the personal information concerning the proprietor, the officers in charge and the representatives nominated in accordance with Article 5, subparagraph 2;*
- e) the subjects or categories of subjects to whom the personal data might be communicated or who might acquire knowledge of the same in his/her position of representative nominated for the territory of the State, of officer(s) in charge or of designated person(s).*

*The person concerned has the right to obtain:*

- a) the update, the correction, or the integration of the data, if of interest to the same;*
- b) the cancellation, the transformation into an anonymous form or the blocking of the data which have been processed unlawfully in addition to the data which do not need to be preserved in relation to the purposes for which the said data have been collected and subsequently processed.*
- c) the certification that the operations pursuant to letter a) and b) have been made known, also with regards to their content, to those to whom the data have been communicated or published, with the exception of those cases in which the said fulfillment becomes either impossible or requires the employment of means which are manifestly disproportionate to the rights protected.*

*The person concerned has the right to oppose partially or in full:*

- a) for legitimate reasons the processing of data which concern the same even if the data pertain to the purpose of the data collection;*
- b) the processing of personal data which concern the same for purposes related either to advertising materials or direct selling or for the performance of market research or for commercial communication.*

*Data will be held for the time needed to carry out the account and fiscal purpose as required by law. According to art. 24 L. D. 196/2003.*