

Information on the processing of personal data (articles 13 and 14 of e (UE) 2016/679 Regulation)

- Holder and contract data

Holder	Minerals & Metals Italia spa
Address	Via G. Leopardi, n. 26, 24060 Rogno (BG)
Telephone	035 983160
Fax	035 983150
Email	info@minerals.it
Website	www.minerals.it

- Proceedings

Process	Purpose	Legal Basis	Recipients	Retention Period	Source
Collection, registration and use of personal, contact and accounting data on precontractual and contractual documents, including electronic communications	Management of requests of offers until the conclusion of the contract	Art. 6, par. 1, b) Execution of a contract or precontractual measures	Internal Functions	10 years	Directly to the interested party
Collection, registration and use of personal, contact and accounting data	Management of sales documents and accounting registration	Art. 6, par. 1, b) Execution of a contract or precontractual measures	Internal Functions Accounting firm Banking institutions	10 years	Directly to the interested party

* If the source is not specified, it means that the data are collected directly from the interested party.

- The data collected will not be disclosed or sold to other organizations and are not subject to automated decision-making processes.
- The interested party has the right to ask the data controller for access to personal data and the correction, updating or cancellation of the same if incomplete, erroneous or collected in violation of the law, the limitation of the processing that concerns him, the transformation of data into anonymous form or to oppose the processing. Furthermore, you can withdraw your previously expressed consent to the processing of your data at any time by requesting cancellation from the service. The interested party is also granted the right to lodge a complaint and appeal to the Authority for the protection of personal data, in the manner provided by the Authority itself (the instructions are available on the website <https://www.garanteprivacy.it/web/guest/home/docweb/-/docweb-display/docweb/4535524>)
- Consequences of failure to communicate data:
Collection, registration and use of personal, contact and accounting data on pre-contractual and contractual documents including electronic communications \ impossibility to proceed with the purchase of products and services.
Collection, registration and use of personal, contact and accounting data through the use of management software: impossibility to proceed with the purchase of products and services.