

## Policy section " Contacts"

Updated 02.10.2023

This information notice is drawn up and personalised for users of the "contacts" section of the <https://www.metasrl.com/> website. This document cancels and replaces in its entirety the document that was previously published on the subject of contacts.

### **POLICY SECTION "CONTACTS" UNDER ART 13 AND 14 OF EUROPEAN REGULATION 2016/679 (GDPR)**

We also wish to inform you that, in order to provide a complete service, our website may contain links to other websites that are not managed by Meta S.p.A. Meta S.p.A. is not responsible for errors, content, cookies, publication of unlawful moral content, advertising, banners or files that do not comply with the regulations in force and for compliance with the Privacy regulations by sites that are not managed by the Data Controller.

Meta S.p.A., in its capacity as Data Controller of your personal data pursuant to and for the purposes of Articles 13 and 14 of the European Regulation 2016/679, hereby informs you that the aforementioned legislation provides for the protection of the data subjects with respect to the processing of their personal data and that such processing will be based on the principles of correctness, lawfulness and transparency and the protection of your confidentiality and your rights. The information and personal data provided by you or otherwise acquired in the context of the use of the site will be processed in accordance with the legal provisions of the aforementioned legislation and the confidentiality obligations therein

#### **DATA SUBJECTS AND RETENTION TIME**

**Users of the 'contact' section of the <https://www.metasrl.com/> website.**

##### **A. Type of data processed**

- Data used to fill in the form: First name, last name, e-mail address

Purpose of processing: Your data collected when filling in the "Contacts" form will be processed for the following purposes

1. answering questions about our products and/or services.

The processing of the data for the purpose referred to in point 1 is necessary to fulfil your request and any refusal to do so may limit and/or prevent you from making full use of the functions and services on the site. The legal basis for the processing of your data for the purposes referred to in point 1 is the fulfilment of your request, pursuant to Article 6.1.b) of the GDPR; your refusal to provide such data would make it impossible for you to consult the Site.

Your data will be kept for the time necessary to provide the service you have requested.

#### **Meta S.p.a.**

Sede Legale: Via Sacco e Vanzetti, 48 - 41042 Fiorano Modenese (MO) - Capitale Sociale € 3.000.000 i.v.

Società a Socio Unico appartenente al Gruppo Concorde Spa

Codice Fiscale e N. iscrizione Registro Imprese di Modena 01847080361 – Partita Iva IT 01400260350

Telefono: +39 0536 912711 – Fax: +39 0536 912750 – Mail: [meta@metasrl.com](mailto:meta@metasrl.com) – PEC: [metaspa@pec.it](mailto:metaspa@pec.it) – Web: [www.metasrl.com](http://www.metasrl.com)



## **PERSONAL DATA PROCESSING METHODS**

Your personal data will be processed electronically and/or telematically, through the use of cookies (as indicated in the cookie policy provided below) and by means of electronic computers with the use of third-party software in compliance with the methods set out in Articles 6, 32 of the GDPR and through the adoption of appropriate security measures.

## **RECIPIENTS OF PERSONAL DATA AND DATA DISSEMINATION**

Your data will be processed by appropriately appointed staff and will be communicated externally to companies acting as autonomous Data Controller or Data Processor:

- Sales Office

The full list can be requested by writing to the Controller's contact details

Your data will not be diffused.

## **TRANSFER OF PERSONAL DATA**

Your data are stored within the European Union. For further information write to [meta@metasrl.com](mailto:meta@metasrl.com)

## **MINORS**

The Site is not intended for use by minors and no data of minors are collected by the Controller. In the event that the Owner is aware of the collection of such data (e.g. through forms on the site) it will delete it immediately. The Owner will respond to requests for information in accordance with applicable laws. Please note that the person exercising parental responsibility is required in the case of requests for information to provide us with consent to the collection of the minor's personal data.

## **DATA CONTROLLER**

The Data Controller is Meta S.p.A., with registered office in Via Sacco e Vanzetti, 48 - Fiorano (MO) Tel. +39 0536 912 711, E-mail: [meta@metasrl.com](mailto:meta@metasrl.com) in the person of the pro-tempore legal representative. You have the right to obtain from the Data Controller the cancellation (right to be forgotten), limitation, updating, rectification, portability, opposition to the processing of personal data concerning you, as well as in general you can exercise all the rights provided for in Articles 15 et seq. of the European Regulation 2016/679 by writing [meta@metasrl.com](mailto:meta@metasrl.com).

## **APPLICATION OF THIS PRIVACY POLICY NOTICE**

If you need clarification concerning this Privacy Policy, first contact Meta S.p.A. by email at [meta@metasrl.com](mailto:meta@metasrl.com) or contact the controller at the company addresses given in this document.

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## AMENDMENTS TO THIS POLICY NOTICE

Meta S.p.A. reserves the right to update this policy in order to bring it into line with the law as it stands at present, as well as taking due account of the suggestions made by employees, customers, collaborators and users. Should Meta S.p.A. make any changes, Meta S.p.A. will promptly update the Privacy Policy on the main privacy page and on the Homepage of the web site <https://www.metasrl.com/>.

### Regulation (EU) 2016/679: Articles 15, 16, 17, 18, 19, 20, 21, 22 - Rights of the Data Subject

1. The data subject has the right to obtain confirmation as to whether or not personal data concerning him or her exist, regardless of their being already recorded, and disclosure of such data in intelligible form, and the right to lodge a complaint with the supervisory authority.
2. The data subject has the right to be informed of:
  - a. the source of the personal data;
  - b. the purposes and methods of processing;
  - c. the logic applied if the data are processed by electronic devices;
  - d. the identification data concerning the Data Controller, the Data Processors and the representative designated as per article 5, comma 2;
  - e. the entities or categories of entity to whom or which the personal data may be disclosed and who or which may get to know said data as designated representative in the State's territory, as data processors or as persons in charge of the processing.
3. The data subject is entitled to obtain:
  - f. the updating, rectification or, where interested therein, integration of the data;
  - g. the erasure, anonymisation or blocking of data that have been unlawfully processed, including data whose retention is not necessary for the purposes for which they were collected or subsequently processed;
  - h. certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were disclosed or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared to the right that is to be protected;
  - i. the portability of the data.
4. The data subject has the right to object, in whole or in part:
  - j. on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection;
  - k. to the processing of personal data concerning him/her, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market or commercial communication surveys.

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