

ELPRO S.r.l.

Strada del Rondello 5 – 10028 Trofarello (TO) ITALY

Tel. ++39011 6479951– Fax ++39011 6479970

info@elpromedical.com - www.elpromedical.com

ISO 9001:2015 & ISO 13485:2016 Certified

APPARECCHI ELETTROMEDICALI

INFORMATION FOR THE TREATMENT OF CUSTOMERS AND SUPPLIERS' PERSONAL DATA

(Rev. 2)

Information on the processing of personal data pursuant to Legislative Decree no. 196/2003 as amended and supplemented by Legislative Decree 101/2018 (hereinafter, "Privacy Code") and art. 13 EU Regulation n. 2016/679 (hereinafter "GDPR") relating to the protection of persons and other subjects regarding the processing of personal data. The new European Regulation EU 2016/679 ("General Data Protection Regulation") provides that those who carry out processing of personal data are required to inform the data subject on which data are processed and how they are processed. The processing must be done with correctness, clarity and transparency, protecting the privacy and rights of those concerned.

1. SCOPE OF INFORMATION VALIDITY

This information is valid for all processing carried out by the Owner regarding the management of his economic activity and the information that is collected during this activity. For the establishment and execution of contractual relationships, our Company is in possession of personal data relating to you such as name, surname, company name, physical and telematic addresses, e-mail, certified e-mail address, VAT number and / or tax code.

2. TREATMENT OBJECT

We process personal data, identification and tax information communicated on the conclusion of contracts for services rendered by the Owner. We are not in possession of any data that can be qualified as sensitive.

Specifically, we process data relating to:

- economic, commercial, financial and insurance activities (by way of example: articles, products and services, financial identifiers, accounting data, etc.);
- personal data and identification: company name, work address, address of registered office, telephone number, pec address, e-mail address, tax code and / or VAT number, personal data of the legal representative of legal entities (companies and organizations) with which we come into contact with (name, surname, personal data, tax code, office and what else is needed to identify the legal entity represented);
- concerning users who access the site (IP address, connection duration, etc.);

If the user contacts us for any reason, Elpro S.r.l. may keep a computer and / or paper record of such correspondence.

Elpro S.r.l. it can be contacted directly by the end customer in case of request of maintenance of the product.

In this case, as well as in the case where the maintenance is carried out at the customer, Elpro srl can get in touch with the operator who used the device to provide technical assistance and does not come into contact or collect data of the individual on which the medical device is applied. The product may store some anonymous data (for example, an anonymous path).

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Elpro s.r.l. does not collect or process this type of data, which are used exclusively for the verification of the operation of the product and to provide assistance. The anonymous data collected in this way could be used for statistical and scientific purposes to optimize the functionality of the products, without processing personal data of users of medical devices.

3. PURPOSE OF THE TREATMENT

For processing purposes, this means the reason for which data are collected.

Your personal data are processed:

A) without express consent, pursuant to art. 6 lett. b), c), e) GDPR, for the following Service Purposes:

- conclude the contracts for the Services requested by Elpro S.r.l .;
- fulfill pre-contractual, contractual and tax obligations deriving from existing relationships, as well as to allow effective internal management and management of financial and commercial relationships;
- allow you to use the services requested;
- fulfill the obligations established by the law, by the Regulations, by the community legislation or by an order of the Authority;
- be informed about the products purchased also with regards to their expiry, operation and maintenance;
- exercise the rights of the owner (for example, the right to defense in court).

B) Only subject to your specific and distinct consent pursuant to art. 130 of the Privacy Code and art. 7 GDPR:

- processing of data concerning economic activities aimed at sending promotional material, for carrying out market research or direct marketing with electronic systems (such as, but not limited to, electronic communications, automated call systems, fax, e-mail , etc.);
- personal data processing aimed at sending promotional material, for carrying out market research or direct marketing;

send opinion polls and liking, newsletters and / or invitations to events or to register for events of which it is part or that organizes the Owner.

The provision of data for the purposes referred to in art. 3.A) is mandatory. In the absence, we could not guarantee the services of the art. 3.A). The provision of data for the purposes referred to in art. 3.B) is optional. It may decide not to give any data or subsequently deny the possibility of processing data already provided. In this case you will no longer receive commercial communications and advertising material but will continue to be entitled to the services referred to in art. 3.A).

The legal basis of the processing is your willingness to perfect the contract. The processing is necessary for the pursuit of the legitimate interest of the Data Controller to comply with the contractual obligations signed between the parties. The lawfulness of the processing is based on the consensus expressed expressly in writing, even by electronic means where this is necessary according to the law.

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4. METHOD OF TREATMENT

The processing of your personal data is carried out by means of the operations indicated in art. 4 n. 2) of the GDPR and more precisely: collection, registration, organization, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and destruction of data.

5. DATA COLLECTION AND CONSERVATION PROCEDURE

The data object of the treatment are collected in the following way:

- organization via automated database;
- data collection through mechanical / paper or electronic instruments;
- data collection from the data subject or transmitted by means of paper and / or electronic means;
- data collection from deeds and public documents that anyone can know.

The collected data are:

- processed lawfully and fairly;
- collected and registered for specific, explicit and legitimate purposes;
- exact and, if necessary, updated;
- relevant, complete and not excessive in relation to the purposes for which they are collected and subsequently processed;
- kept in a form that allows identification to the interested party for a period of time not exceeding that necessary for the purposes for which they were collected and subsequently processed.

Your personal data are subjected to both paper and electronic and / or automated processing, by entering data on computer media and management software.

The data collected may be stored and recorded in archives and dossier duly kept with limited access to the owner and / or to the subjects designated by him and on computer media in particular on properly protected servers.

The Data Controller will process personal data for the time necessary to fulfill the aforementioned purposes and / or for the necessary time required by current legislation. The data will however be retained no later than ten years from the termination of the relationship for the purposes of service.

In the event that you have consented to the processing of your personal data for marketing purposes, your personal data will be kept until you have withdrawn consent to the processing for marketing purposes, unless the storage of your data is still necessary for other purposes.

6. DATA ACCESS

Your data may be made accessible for the purposes referred to in art. 3.A) and 3.B), subject to the authorization of the Data Controller, also to employees.

The data collected by Elpro s.r.l. they are used by Terzi for the provision of maintenance, analysis and payment services, but the third parties come into contact only to the extent necessary to provide the service rendered. Normally the Third parties in charge have a duty of non-disclosure according to their profession and / or as to that contractually bound.

The data are in no case transferred to Third States, being used only by the company Elpro S.r.l.

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7. DATA COMMUNICATION

Even without your express consent pursuant to art. 24 lit. A), B), C) Privacy Code and art. 6 lett. B) and C) GDPR, the Data Controller may communicate your data for the purposes referred to in art. 3.A) to Supervisory Bodies, Judicial Authorities and to all the other subjects to whom the communication is obligatory by law for the accomplishment of said activities. Your information will not be disseminated.

Stopping the communication to third parties made in fulfillment of legal obligations or deriving from regulations or other community legislation, the data may be communicated by us, even abroad, to the following subjects: 1) banks and credit institutions, for the execution of payments; 2) insurance companies for transport insurance coverage; 3) recovery companies, insurance and / or assignment of credits; 4) business information company; 5) consultants and professionals; 6) professionals and professional firms (lawyers, accountants, auditors, etc.); 7) auditors; 8) other companies, bodies and / or natural persons who carry out activities that are instrumental, supportive or functional to the execution of contracts or services requested by S.V. (eg enveloping and sorting companies, carriers and carriers, subcontractors). These subjects will be able to treat and in turn communicate to third parties data, as owners, in full autonomy, in the fulfillment of their contractual and legal obligations.

8. RIGHTS OF THE INTERESTED PARTY

In your capacity as an interested party, you have the rights set forth in art. 15 GDPR, as well as the rights referred to in articles 16-21 GDPR (Right of rectification, right to be forgotten, right to limit processing, right to data portability, right of opposition) and in particular the right to:

- obtain confirmation of whether or not personal data processing is being processed and, in this case, to obtain access to personal data and the following information: a) the purposes of the processing; b) the categories of personal data in question; c) the recipients or categories of recipients to whom the personal data have been or will be communicated, in particular if recipients of third countries or international organizations; (d) where possible, the retention period of the personal data provided or, if not possible, the criteria used to determine that period; e) the existence of the right of the data subject to request the data controller to rectify or delete personal data or limit the processing of personal data concerning him or to oppose their treatment; f) the right to lodge a complaint with a supervisory authority; g) if the data are not collected from the data subject, all information available on their origin; (h) the existence of an automated decision-making process, including the profiling referred to in Article 22 (1) and (4) and, at least in such cases, significant information on the logic used, as well as the importance and expected consequences of such processing for the interested party;
- be informed of the existence of adequate safeguards pursuant to Article 46 of the GDPR concerning the transfer of data to Third States;
- obtain a copy of the personal data being processed (the right to obtain a copy must not affect the rights and freedoms of others);
- obtain from the Data Controller the correction of inaccurate personal data and the integration of incomplete personal data, also by providing an additional declaration;

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- to obtain from the data controller the deletion of personal data concerning him / her in the cases and according to the procedures established by the European Regulations;
- obtain from the Data Controller the limitation of treatment in the cases envisaged, receive in a structured format, in common and legible personal data concerning him, oppose at any time the processing of personal data concerning him according to the methods and hypotheses provided for by the legislation
- file a complaint with the Privacy Authority in case of violation of its rights;
- request the deletion of data held by the Company, which must take place promptly.

9. MODALITIES OF EXERCISE OF RIGHTS

You may exercise the rights indicated in this statement at any time by sending:

- a registered letter a.r. at ELPRO S.R.L., Strada del Rondello n. 5 10028 Trofarello (TO);
- an e-mail to the address: info@elpromedical.com

Elpro srl will provide timely feedback in terms of the law and in any case within a maximum of one month.

10. MINOR

The Website and the Services of the Data Controller are not intended for minors under the age of 18 and the Data Controller does not intentionally collect personal information related to minors. In the event that information on minors were unintentionally registered, the Data Controller will delete them in a timely manner, at the request of users and those entitled.

11. DATA SECURITY

Personal data is protected from unauthorized access, use and / or disclosure. This data can be accessed only by our staff assigned with their own authentication credentials and prior authorization of the Data Controller.

Elpro srl is subject to the normal risks of data breaches through the subtraction of credentials, unfair behavior, unauthorized external access and computer viruses.

All the security procedures necessary to protect them from violations by unauthorized personnel, both locally and on the network, have been applied, also through the use of constantly updated firewalls and antivirus. All personal data supplied to us are stored in a secure and controlled environment and operating systems and management software are constantly updated and monitored in order to avoid data breaches and unauthorized access.

To this end, physical, electronic and organizational processes have been put in place to safeguard and protect the information collected. All staff were duly informed and trained.

Any communication regarding the data breach will be carried out both to the internal personnel involved, to the interested party and to the Guarantor Authority through a Pec communication or a registered letter.

12. HOLDER OF THE TREATMENT

The data controller is ELPRO S.r.l. with headquarters in Strada del Rondello 5, 10028 Trofarello (TO), VAT number 11047990152 in the figure of the legal representative pro-tempore.

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13. COOKIES

Elpro s.r.l. collects data also through the use of cookies and device identifiers.

Cookies are small pieces of data that can include unique identifiers that are sent to the user's computer, mobile phone or tablet. They are used to store or retrieve information about the user and his device, usually to provide the same personalized web experience.

14. CHANGES TO THIS INFORMATION

This information may change. Any communication of the changes will take place mainly by e-mail and, where necessary, by fax communication.

If you wish to contact us for specific questions or concerns in relation to this Privacy Policy, please contact us at the e-mail address: info@elpromedical.com.

(Last updated on 23.10.2018)