

## **PRIVACY POLICY**

**Updated on 24/05/2018**

This page describes the methods for managing personal data of users who consult this website.

This information is provided pursuant to Article 13 of GDPR 679/2016 to those who interact with the web services of this site, accessible electronically from its homepage.

This notice applies only to this website and not to other websites that may be accessed by the user via links.

The notice is also inspired by Recommendation no. 2/2001 issued by the European authorities for personal data protection, gathered in the Group established by Article 29 of Directive 95/46/EC, adopted on May 17, 2001. This recommendation defines minimum requirements for collecting personal data online, particularly regarding the methods, timing, and nature of the information that data controllers must provide to users when they visit web pages, regardless of the purpose of the visit.

### **DATA CONTROLLER**

Following consultation of this site, data relating to identified or identifiable individuals may be processed. The “controller” of the data processing is the owner of the website.

### **LOCATION OF DATA PROCESSING**

The processing connected to the web services of this site takes place on the website's servers and is handled only by technical staff in charge of processing or by personnel assigned to occasional maintenance operations.

No data from the web service is communicated or disseminated.

Personal data provided by users who submit requests for informational material or publish announcements are used solely to perform the service or task requested and are communicated to third parties only if necessary for that purpose.

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### **TYPES OF DATA PROCESSED**

#### **Navigation Data**

The computer systems and software procedures used to operate this website acquire, during their normal operation, some personal data whose transmission is implicit in the use of Internet communication protocols.

This information is not collected to be associated with identified individuals, but by its very nature could, through processing and association with data held by third parties, allow users to be identified.

This category of data includes IP addresses or domain names of computers used by users who connect to the site, URI (Uniform Resource Identifier) addresses of the requested resources, the time of the request, the method used to submit the request to the server, the size of the response file, the numerical code indicating the status of the response (success, error, etc.), and other parameters related to the user's operating system and computing environment.

These data are used only to obtain anonymous statistical information on site usage and to check its correct functioning. They are deleted immediately after processing. The data could be used to ascertain responsibility in the event of hypothetical cyber crimes against the site. Except for this possibility, web contact data do not persist for more than three days.

### **Data Provided Voluntarily by the User**

The optional, explicit, and voluntary sending of emails or contact form messages to the addresses indicated on this site involves the subsequent acquisition of the sender's address—necessary to respond to the requests—as well as any other personal data included in the message. Specific summary information will be progressively shown on the pages of the site designated for particular services upon request.

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## **OPTIONAL NATURE OF DATA PROVISION**

Apart from the navigation data, the user is free to provide personal data as requested in the contact forms or otherwise indicated in contact sections. Failure to provide such data may make it impossible to obtain the requested service.

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## **PROCESSING METHODS**

Personal data are processed with automated and paper-based tools for the time strictly necessary to achieve the purposes for which they were collected. Specific security measures are observed to prevent data loss, unlawful or improper use, and unauthorized access, as detailed in the Processing Records.

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## **RIGHTS OF DATA SUBJECTS**

Data subjects have the right at any time to access, rectify, delete, restrict, or object to processing, as well as the right to withdraw consent at any time without affecting the lawfulness of processing based on consent before its withdrawal. They also have the right to lodge a complaint with the relevant Authority as provided by Articles 15 to 22 of GDPR 679/2016, by contacting the Data Controller.

Requests must be addressed to the email address of the website.