



## **Information in accordance with Article 13 of the Italian Legislative Decree D. Lgs. 196/2003**

Subject: Information regarding the treatment of your personal data, in accordance with Article 13 Italian Legislative Decree D.Lgs 196/2003 on the safeguarding of confidential information.

We wish to inform you that for the purpose of the contractual relations existing between us, our company holds personal information about you, acquired verbally, directly or from third parties and classified as “personal data” by D. Lgs. 196/2003 (known as the “Confidentiality Code”).

This regulation foresees first of all that anyone who holds personal data must inform the person in question as to which information is held and the purpose for which the information is used. The information must be used correctly, in accordance with the law and transparently, safeguarding the person’s privacy and rights.

Therefore, in accordance with Article 13 Italian Legislative Decree D.Lgs 196/2003 we wish to provide you with the following information:

### **Nature of the information held**

We hold your name, address and tax code, and any information of an economic nature necessary for the contractual relations with your company.

We do not hold any information about you which could be classified as sensitive or of a judicial nature, pursuant to Article 4, subparagraph 1 D. Lgs. 196/2003.

### **Purpose of the information held**

Your personal data is held in relation to the contractual needs and the consequent legal and fiscal obligations, and to allow efficient management of financial and commercial relations.

The data will be held throughout the contractual relations and subsequently for fulfilment of all legal obligations and for administrative and commercial purposes.

### **Method of data elaboration**

The information is stored using tools and procedures designed to guarantee security and confidentiality and may involve both printed matter and electronic equipment.

### **Duty or right to supply the information and consequences of a refusal**

With regard to the information that we are obliged to know, in order to fulfil the obligations foreseen by current law or regulations, by EU regulations, by rulings issued by legally authorised authorities, or supervisory bodies, your failure to supply the information will make it impossible to begin or continue our business relationship, when this information is necessary for the execution of the same.



### **Communication and diffusion**

Your information will not be 'transmitted' by our company, by this term we mean that we will not inform indeterminate subjects in any way, even by making the information available or open to consultation.

Your personal data may, however, be 'communicated' and this means that we may make the information to one or more specific subjects, in the following way:

- to subjects charged within our company with the treatment of your personal data, and in particular the personnel in the administrative office and the personnel in the sales office;
- to subjects who have the right of access to the data in accordance with the law, regulations or EU regulations, within the limits foreseen by the aforesaid regulations;
- to subjects who need access to your personal data for purposes connected with our business relationship, within the limits strictly necessary for the auxiliary tasks entrusted to them. In particular, we may send your personal data to the following subjects: banks, professionals, shippers, agents of our network;
- to our consultants, within the limits necessary for their functions, following our letter of instruction which requires them to respect confidentiality and security in the treatment of your personal data.

### **Your rights**

We quote below an extract from Article 7 of the Italian Legislative Decree N. 196/2003, to remind you that you may exercise the following rights with regard to our company:

- to ask for the cancellation, the transformation to anonymous form or the blocking of the information that it is not necessary to hold for the purposes for which the information was gathered and treated;
- to ask for the information to be updated, corrected and/or integrated;
- to oppose, wholly or in part, for legitimate reasons, the treatment of your personal data, even where pertinent to the purpose for which it was gathered.

In order to exercise these rights you can contact the Data Controller, whom we have nominated in accordance with Articles 8 and 13 of Italian Legislative Decree D. Lgs. 196/2003, contact details: telephone 0577/80891, e-mail: pizzolante@coldorcia.it, postal address at the headquarters of our company.

### **Data Controller**

The Data Controller for your personal data is Col D'Orcia Srl Società Agricola, whose business details are mentioned here below.

Yours faithfully,

*Signature of the Data Controller*

Date, 31/01/2011