

NOTICE ON THE PROCESSING OF PERSONAL DATA**(Pursuant to art. 12 and 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council)**

Mr. Gianni Pezzoli of the EIFI European Industrial Fasteners Institute with registered office at Diamant Building – 5th Floor Bld A. Rayers 80 – B 1030 Brussels - Belgium, as Data Controller, wishes to inform you that Regulation (EU) 2016/679 of the European Parliament and of the Council ("General Data Protection Regulation"), lays down rules relating to the protection of natural persons with regard to the processing of personal data and rules relating to the free movement of personal data.

This Regulation protects fundamental rights and freedoms of natural persons and in particular their right to the protection of personal data.

The data controller (i.e. the natural or legal person which determines the purposes and means of the processing of personal data) takes appropriate measures to provide all information in relation to the processing of personal data to the data subject.

In accordance with above regulation, the processing of such data will be carried out based on principles of lawfulness, fairness, transparency and protection of your privacy and your rights.

In accordance with article 12 and article 13 of Regulation (EU) 2016/679, where personal data relating to a data subject are collected from the data subject, the Data Controller shall, at the time when personal data are obtained, provide the data subject with all of the following information:

1. Subject matter of the processing

The Data Controller processes the personal and identification data relating to a natural person (data subject). This data may include the first name, last name, company name, address, telephone, e-mail, bank and payment details, etc. you disclose at the conclusion of contracts for the services of the Data Controller.

2. Data Controller and Controller's Representative

The Data Controller is: Mr. Gianni Pezzoli.

c/o EIFI European Industrial Fasteners Institute with registered office at Diamant Building – 5th Floor Bld A. Rayers 80 – B 1030 Brussels - Belgium - Tel +39 02 6575295 – Email info@eifi.org

The Controller's Representative (*where applicable*) is: Not appointed.

The updated list of the Controllers (*where applicable*) and processors is kept at the registered office of the Data Controller.

3. Data Protection Officer (*where applicable*)

The Data Protection Officer is: Not appointed

4. Purposes of data processing

The data you provide us will be processed without your express consent for the following purposes:

2A) *the performance of a contract*

3A) *the implementation of pre-contractual measures*

4A) *for compliance with a legal obligation to which the controller is subject;*

7A) *legitimate interests pursued by the Data Controller or by third parties.*

The data you provide us will be processed with your specific consent for the following purposes (*where applicable*):

1B) *the publication of photographs on the corporate website and on the Google provider relating to events (congresses and meetings...)*

- 2B) the publication of photographs and personal data in European and worldwide publications relating to events (Congresses and meetings...)
- 3B) the acquisition of personal data for the purpose of carrying out all company operations (third parties in respect of EIFI and the Members)
- 4B) Travel to third countries with transfers of personal data, photographs to a third country or an international organisation where the Commission has not made an adequacy decision

The processing is lawful as:

- 1C) the data subject has given his/her consent to the processing of his/her personal data (for the above cases: 1B 2B 3B 4B)
- 2C) the processing is necessary for the performance of a contract to which the data subject is party, or in order to take steps at the request of the data subject prior to entering into a contract,
- 3C) the processing is necessary for compliance with a legal obligation to which the controller is subject,
- 4C) the processing is necessary in order to protect the vital interests of the data subject or of another natural person;
- 6C) the processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.

The Controller, pursuant to art. 13(3), agrees not to further process the personal data for a purpose other than that for which the personal data were collected, without providing the data subject prior to that further processing with information on that other purpose and with any relevant further information as referred to in paragraph 2, or without having requested additional consent (where required).

5. Legitimate interests of the Data Controller (applicable only if the conditions governing the lawfulness of processing referred to in point 3 are type 6C)

The processing of data is based on the following legitimate interests: the right of defence in court proceedings.

6. Data processing methods

The processing of personal data is carried out by means of the operations specified in art. 4(2), i.e. the collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

Personal data is processed using tools and procedures that ensure appropriate security and confidentiality of the personal data.

Personal data will be processed in the following ways:

- manual paper-based operations
- manual computer-based operations (without automated decision-making)

7. Disclosure of data

The Data Controller may disclose your data, without requiring express consent - pursuant to art. 6 (b) and (c) - for the purposes referred to above to supervisory bodies, judicial authorities, and insurance companies, as well as to subjects to whom such disclosure is mandatory by law for the accomplishment of the said purposes. These parties will process the data in their capacity as independent data controllers.

- the data may be disclosed to the following categories of recipients: external managers who are involved in the business process only to fulfil specific legal obligations and in accordance with contractual obligations, public and private bodies in social security, welfare and insurance sectors

8. Disclosure of data to a third country or international organisation

■ Personal data may be transferred to a third country or an international organisation where the Commission has not made an adequacy decision.

■ The third country /international organisation is: Brazil, People's Republic of China, South Africa, Taiwan, USA.

■ Personal data may be transferred to a third country or an international organisation for which an adequacy decision by the Commission exists.

■ The third country /international organisation is: United States of America, Switzerland;

9. Mandatory or optional nature of providing data and consequences of failure to provide such data

The Data Controller is required to inform the data subject whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether the data subject is obliged to provide the personal data and of the possible consequences of failure to provide such data;

The provision of data is:

■ mandatory (*Point 4, letter A*)

■ optional (*Point 4, letter B*)

Where the provision of data for the purposes indicated is mandatory, you must state whether the reason for the mandatory nature is due to the performance of a contract or pre-contractual measures.

If the provision of data for the purposes indicated is mandatory, refusal to provide such data may result in:

- non-performance of the contract,
- partial performance of the contract,
- the inability to continue the business relationship,
- not being able to render our services.

If the provision of data for the purposes indicated is not mandatory, refusal to provide such data may result in:

- partial performance of the contract,
- not being able to render our services
- the data subject not being able to take part in the events organised by the association

10. Retention period of personal data

The Controller will process the personal data for the time necessary to fulfil the aforementioned purposes and in any case for no more than 10 years after the relationship, for the purposes of rendering the Service, has ended.

■ The personal data process will be retained for up to: 10 years after termination of the contract (when dealing with a contractual relationship)

■ The personal data processed will be retained for up to: 10 years after the service has been provided, the organisation of events (where the relationship is occasional and not contractual in nature)

11. Rights of the data subject

The data subject may exercise his or her rights vis-à-vis the data controller at any time.

Under art. 13(b) of the Regulation (EU) 2016/679, the controller must, at the time when personal data are obtained, provide the data subject with information concerning the existence of the following rights necessary to ensure fair and transparent processing of personal data:

- right of access to data (Art. 15)
- right to rectification of data (Art. 16)
- right to erasure of data (Art. 17)
- right to restriction of processing data (Art. 18)
- right to object to processing of data (Art. 21)
- right to data portability (Art. 20).

In addition to the rights laid down in article 13, under the EU Regulation the data subject may exercise other rights:

- the right to withdrawal of consent (art. 7)
- the right to lodge a complaint with a supervisory authority (Art. 77)

Details on the articles concerning each of the rights of the data subject are included in the appendix hereto.

12. Right to withdraw consent (Art. 7)

Art. 7(3), states that the data subject has the right to withdraw his or her consent at any time in the following cases:

- the data subject has given consent to the processing of his or her personal data for one or more specific purposes (point a of article 6(1),
- the processing concerns special categories of personal data (personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, and the processing of genetic data, biometric data, data concerning health or data concerning a natural person's sex life or sexual orientation) and is based on consent given by the data subject to the processing of his or her personal data for one or more specified purposes (point a of article 9(2))

The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

Prior to giving consent, the data subject shall be informed thereof. It shall be as easy to withdraw as to give consent.

13. The right to lodge a complaint with a supervisory authority (Art. 77)

Under art. 77, every data subject shall have the right to lodge a complaint with a supervisory authority, in particular in the Member State of his or her habitual residence, place of work or place of the alleged infringement if the data subject considers that the processing of personal data relating to him or her infringes this Regulation, without prejudice to any other administrative or judicial remedy.

The data controller shall inform the data subject on the possibility of lodging a complaint with a supervisory authority and seeking a judicial remedy.

The supervisory authority with which the complaint has been lodged shall inform the complainant on the progress and the outcome of the complaint including the possibility of a judicial remedy pursuant to article 78.

Without prejudice to any other administrative or non-judicial remedy, each data subject shall have the right to an effective judicial remedy where the supervisory authority does not handle a complaint or does not inform the data subject within three months on the progress or outcome of the complaint lodged.

14. Modalities for the exercise of the rights of the data subject

The data subject may exercise his or her rights at any time by sending to the Data Controller and/or Processor (if appointed):

- a registered letter with return receipt to: EIFI European Industrial Fasteners Institute with registered office at Diamant Building – 5th Floor Bld A. Rayers 80 – B 1030 Brussels - Belgium;
- an e-mail to: info@eifi.org

Data controller

Bruxelles, 25th May 2018

APPENDICES:**10. RIGHTS OF THE DATA SUBJECT (Articles 13-21)****10.1. Right of access to personal data (art. 15)**

"1. The data subject shall have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data and the following information:

- a) the purposes of the processing;*
- b) the categories of personal data concerned;*
- c) the recipients or categories of recipient to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organisations;*
- d) where possible, the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine that period;*
- (e) the existence of the right to request from the controller rectification or erasure of personal data or restriction of processing of personal data concerning the data subject or to object to such processing;*
- f) the right to lodge a complaint with a supervisory authority;*
- (g) where the personal data are not collected from the data subject, any available information as to their source;*
- (h) the existence of automated decision-making, including profiling, referred to in Article 22(1) and (4) and, at least in those cases, meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for the data subject.*

2. Where personal data are transferred to a third country or to an international organisation, the data subject shall have the right to be informed of the appropriate safeguards pursuant to Article 46 relating to the transfer.

3. The controller shall provide a copy of the personal data undergoing processing.

For any further copies requested by the data subject, the controller may charge a reasonable fee based on administrative costs. Where the data subject makes the request by electronic means, and unless otherwise requested by the data subject, the information shall be provided in a commonly used electronic form.

4. The right to obtain a copy referred to in paragraph 3 shall not adversely affect the rights and freedoms of others."

10.2. Right to rectification of personal data (Art. 16)

"The data subject shall have the right to obtain from the controller without undue delay the rectification of inaccurate personal data concerning him or her. Taking into account the purposes of the processing, the data subject shall have the right to have incomplete personal data completed, including by means of providing a supplementary statement."

10.3. Right to erasure ('right to be forgotten') (Art. 17)

"1. The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay where one of the following grounds applies:

- (a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;*
- (b) the data subject withdraws consent on which the processing is based according to point (a) of Article 6(1), or point (a) of Article 9(2), and where there is no other legal ground for the processing;*
- (c) the data subject objects to the processing pursuant to Article 21(1) and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to Article 21(2);*
- d) the personal data have been unlawfully processed;*
- (e) the personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject;*
- (f) the personal data have been collected in relation to the offer of information society services referred to in Article 8(1).*

10.4. Right to restriction of processing personal data (Art. 18)

"1. The data subject shall have the right to obtain from the controller restriction of processing where one of the following applies:

- (a) the accuracy of the personal data is contested by the data subject, for a period enabling the controller to verify the accuracy of the personal data;
- (b) the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- (c) the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defence of legal claims;
- (d) the data subject has objected to processing pursuant to Article 21(1) pending the verification whether the legitimate grounds of the controller override those of the data subject.

2. Where processing has been restricted under paragraph 1, such personal data shall, with the exception of storage, only be processed with the data subject's consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest of the Union or of a Member State.

3. A data subject who has obtained restriction of processing pursuant to paragraph 1 shall be informed by the controller before the restriction of processing is lifted."

10.5. Right to object to the processing of personal data (Art. 21)

1. The data subject shall have the right to object, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her which is based on point (e) or (f) of Article 6(1), including profiling based on those provisions.

The controller shall no longer process the personal data unless the controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.

2. Where personal data are processed for direct marketing purposes, the data subject shall have the right to object at any time to processing of personal data concerning him or her for such marketing, which includes profiling to the extent that it is related to such direct marketing.

3. Where the data subject objects to processing for direct marketing purposes, the personal data shall no longer be processed for such purposes.

4. At the latest at the time of the first communication with the data subject, the right referred to in paragraphs 1 and 2 shall be explicitly brought to the attention of the data subject and shall be presented clearly and separately from any other information.

5. In the context of the use of information society services, and notwithstanding Directive 2002/58/EC, the data subject may exercise his or her right to object by automated means using technical specifications.

6. Where personal data are processed for scientific or historical research purposes or statistical purposes pursuant to Article 89(1), the data subject, on grounds relating to his or her particular situation, shall have the right to object to processing of personal data concerning him or her, unless the processing is necessary for the performance of a task carried out for reasons of public interest."

10.6. Right to data portability (Art. 20)

"1. The data subject shall have the right to receive the personal data concerning him or her, which he or she has provided to a controller, in a structured, commonly used and machine-readable format and have the right to

transmit those data to another controller without hindrance from the controller to which the personal data have been provided, where:

(a) the processing is based on consent pursuant to point (a) of Article 6(1) or point (a) of Article 9(2) or on a contract pursuant to point (b) of Article 6(1); and

(b) the processing is carried out by automated means.

2. In exercising his or her right to data portability pursuant to paragraph 1, the data subject shall have the right to have the personal data transmitted directly from one controller to another, where technically feasible.

3. The exercise of the right referred to in paragraph 1 of this Article shall be without prejudice to Article 17. That right shall not apply to processing necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

4. The right referred to in paragraph 1 shall not adversely affect the rights and freedoms of others."