

Annex A – Privacy Policy: Contact Form

De Matteis Agroalimentare S.p.A., in the person of its legal representative pro tempore, with registered office at Via Amoretta - Parco S. Nicola N.6/E, 83100, Avellino, as Data Controller, pursuant to Art. 13 of Regulation (EU) 2016/679, hereby informs that the personal data provided to us will be processed for the purpose of providing the service requested through the form available on the website <https://www.dematteisfood.it/EN/>.

Type of information collected

When contacting or interacting with the User, we may collect personal information necessary to process the request and data voluntarily provided by the User for the use of certain specific features. In this case, personal data may include:

- Email address;
- Any information voluntarily entered by the User, in making their request, in the “Message” field.

Purposes of processing

The purposes of the processing are as follows:

- a. To deliver associated services and ensure their proper functioning;
- b. To manage services offered to the User and fulfil specific requests made by the User;
- c. To fulfil any legal requirements that the Data Controller must meet in relation to the request received from the User.

Legal basis for processing and nature of the provision of data

The legal basis for the processing of personal data is the performance of a contract of which the User is a Party and/or pre-contractual measures adopted at the User’s request (Art. 6, para.1, lett. b of Reg. (EU) 2016/679), that is, to provide the requested service to the User. The provision of data is optional but necessary for the fulfillment of the above purposes. Refusal to provide data will therefore make it impossible to process personal data for the above purposes.

Method of processing

In relation to the stated purposes, personal data will be processed in a lawful and correct manner, ensuring the utmost confidentiality, with the support of paper-based and computerized media, in accordance with the security measures established by Articles 32 to 35 of Reg. (EU) 2016/679. Personal data will be processed by the internal staff of De Matteis Agroalimentare S.p.A. who, being authorized to process such data (pursuant to Art. 29 of Reg. (EU) 2016/679), will act under the direct subordination and supervision of the Data Controller and in compliance with the operating instructions received from the latter. For the abovementioned purposes, the data may be communicated and disseminated to duly appointed managers and/or employees external to De Matteis Agroalimentare S.p.A. (pursuant to Art. 28 of Reg. (EU) 2016/679) and will not be disclosed to unauthorized third parties.

Data transfer

The Data Controller shall not transfer personal data to third countries. However, it reserves the option to use cloud services, in which case the service providers will be selected from among those who provide adequate guarantees, as provided for by Article 46 of the GDPR.

Data retention

The Data Controller shall store and process personal data for the time strictly necessary to perform the service requested by the User, or necessary to fulfill the purposes described in this document. At the end of the retention period, the data will be permanently and irreversibly deleted or anonymized. The User, however, can at any time request the discontinuation of processing or the deletion and/or restriction of data.

Rights of the data subject

We hereby inform you that as a data subject, you have the right, pursuant to Art. 15 of Reg. (EU) 2016/679, to obtain confirmation from the Data Controller as to whether your personal data is being processed, and if so, to obtain access to your personal data and information concerning the processing. Furthermore, you may exercise the rights set forth in Articles 16 to 22 of Reg. (EU) 2016/679: the right to rectification (Art. 16), the right to erasure (Art. 17), the right to restrict processing (Art. 18), the notification obligation regarding rectification or erasure of personal data or restriction of processing (Art. 19), the right to data portability (Art. 20), the right to object (Art. 21), and the right not to be subject, as a natural person, to a decision based solely on automated processing, including profiling (Art. 22).



To exercise the rights listed above, you can send a request to the Data Controller by emailing gdpr@dematteisfood.it. If you believe that the processing concerning you violates the provisions of Reg. (EU) 2016/679, you can file a complaint with the Italian Data Protection Authority using the form and procedure indicated on its website and available at the link <https://www.garanteprivacy.it/home/docweb/-/docweb-display/docweb/4535524>.