

"PRIVACY & COOKIES POLICY" OF THE WEBSITE

<https://www.farpro.it/>

Information provided by FAR PRO MODENA S.P.A., pursuant to Article 13 EU Reg. 679/2016

1. INTRODUCTION

In compliance with EU Reg. 679/2016, this policy provides you with all due information on the processing purposes and methods applied to the personal data of any person who accesses any page of the website owned by the following company:

FAR PRO MODENA S.P.A

Registered premises: Via Ghiarole n. 72, Spilamberto (MO), postcode: 41057

Tax Identification Number - VAT number 01643500364

REA (economic and administrative register) number MO 232176

Tel. +39 059.784399

Fax +39 059.783747

Email: privacy@farpro.it

Certified email: farpro@pec.it

Website: www.farpro.it/

acting in the capacity of "data controller". This information applies to this website (<https://www.farpro.it/>) only and does not apply to other websites which may be accessed via links contained in this site; the data controller cannot be held in any way liable or responsible for the content of such third-party websites.

2. TYPES OF DATA PROCESSED

Navigation data

As far as the technical aspects and protocols are concerned, you are informed that:

- The computer systems and software procedures used for operation of this website may acquire, as a matter of course, certain items of personal data, whose transmission is required as part of Internet communication protocols.
- This information is not collected in order to be associated with identified individuals; however, the nature of this information is such that it could - through processing and association of data held by third parties - allow users to be identified.
- This kind of data includes IP addresses, domain names of computers used by users connecting to the website, as well as the URI (Uniform Resource Identifier) addresses of any resources requested, the time of the request, the method used to submit the request to the server, the size of the file obtained in reply, the numerical code indicating the server reply status (successful, error, etc..) and other parameters relating to the operating system and the user's IT environment.
- This kind of data may be used to ascertain liability in the event of computer crimes against the site.

Cookies and other tracking tools

Cookies are small text files that are sent by the website visited via the user's device to (usually) the browser, where they are stored so that the device is recognised the next time the user visits the site. Each time the users go back to the site, then, the cookies are sent back to the site by the user's device. Each cookie generally contains: the name of the server from which the cookie was sent, the expiry date, and a number (usually a unique number generated randomly by the computer). The website server that transfers the cookie uses this number to recognise the user when they return to visit the site or browse its pages. Cookies may be set not only by the provider of the site visited by the user (first-party cookies), but also by other sites, which install them via the first site (third-party cookies) and are subsequently able to recognise them. This

happens because there may be content (images, maps, sounds, links to web pages of other domains, etc) on the site visited that resides on servers other than those hosting the site visited.

Generally speaking, cookies are classified into different types according to:

- Duration:
 - session cookies (i.e. temporary cookies) are automatically deleted when the browser is closed.
 - persistent cookies are active until their expiry date or until they are deleted by the user.
- Origin:
 - first-party cookies are sent to the browser directly by the site you are visiting.
 - third-party cookies are sent to the browser by other sites, i.e. not the site you are visiting.
- Purpose
 - technical cookies:
 - certain cookies, namely navigation/indispensable/performance/process/security cookies, contribute to site operation, for example, they allow users to browse the pages or access protected areas. If these cookies are disabled, the site cannot function properly.
 - certain cookies, namely functionality/preference/location/session status cookies, store information that changes the behaviour or appearance of the site (preferred language, copy and font size, the geographical area in which you are located). If these are disabled, the experience is less functional but still possible.
 - statistical/analytic cookies: a) first-party or b) third-party cookies, with IP masking and without cross-referencing the data (for the same purpose as technical cookies), are used to collect information and generate statistics on website use in order to understand how visitors interact.
 - non-technical cookies:
 - third-party statistical/analytic cookies without IP masking and with data cross-referencing, are used to collect information and generate usage statistics and their use may involve identifying and tracking website users in order to understand how visitors interact.
 - profiling/advertising/advertising/tracking or conversion cookies are used to select the most appropriate advertisements for the user (personalised advertising). Profiling cookies are designed to create user profiles and are used to allow sites to send advertising messages that are in line with the preferences expressed by the user while browsing online.

FAR PRO MODENA S.P.A. has fulfilled the requirements laid down by applicable legislation on personal data protection (EU Reg. 679/2016 - GDPR) and complies with subsequent specific provisions concerning cookies issued by the supervisory authority (more specifically those contained in the document titled *Cookie Guidelines and other tracking tools* - 10 June 2021).

FAR PRO MODENA S.P.A. hereby informs you that its website, <https://www.farpro.it/>, does not currently use any kinds of cookies or other tracking tools.

- **Google Maps widget**

The Google Maps widget provides customisable interactive maps that are incorporated into the pages of sites that use this service. The <https://www.farpro.it/> website contains the Google Maps widget to allow users to see where FAR PRO MODENA S.P.A. is located. This service does not involve cookies being set by Google (third party). No information is shared by the <https://www.farpro.it/> website into which the widget is incorporated.

More information can be found at <https://www.google.it/intl/it/policies/privacy/>

In general, apart from the fact that the <https://www.farpro.it/> website does not currently use any kind of cookies or other tracking tools, we would also like to inform users that, in addition to the safeguards provided for by applicable law, there are certain options open to you in order to browse without cookies, such as, for example:

- Blocking third-party cookies: third-party cookies are not generally required for browsing, which means users can block or disable them by default, using the appropriate functions in their browsers.
- Enabling the Do Not Track option: the Do Not Track option is available in the majority of the most recent browsers. When enabled, websites designed to comply with this option should automatically stop collecting certain items of browsing data. As already mentioned, however, not all websites are set to apply this setting, which is discretionary.
- Activating the private or "incognito" browsing mode: using this feature, you can browse without leaving any trace of your navigation data in the browser. The sites will not remember the user, the pages visited will not be stored in the history, and the new cookies set will be deleted. Nevertheless, this browsing feature does not guarantee anonymity on the Internet because it simply prevents

browsing data being stored in the browser, while the same data will still be available to website and connectivity providers.

- Deleting cookies directly: there are special settings to enable this option in all browsers. Remember, however, that every time you connect to the Internet, new cookies are downloaded, so the deletion operation should be carried out on a regular basis. Some browsers actually offer automated systems which delete cookies on a regular basis.

For any further clarifications about cookies, we recommend you visit the following link: <http://www.garanteprivacy.it/cookie>. What is more, if you wish to find out how to limit, block and/or remove cookies set on your device, we recommend you visit the following link: <http://www.aboutcookies.org>. As mentioned earlier, users can also manage their cookie preferences through their browser. To find out the type and version of the browser you are using, we recommend you click on the "Help" option at the top of the browser window, from which you can access all the necessary information.

Data provided voluntarily by the user.

After this site is accessed, the data controller may process data relating to identified or identifiable persons. More specifically, this processing activity may be performed in relation to personal data provided freely by users who fill in specific data collection forms on the site and/or provide their information to the data controller unprompted via the contact methods stated on the website (<https://www.farpro.it/>) such as, for example, company email addresses (emails sent optionally and expressly to the addresses stated on this site result in the acquisition of the sender's details - in order to reply to the enquiries - as well as any other personal data included in the message). Specific detailed information on data processing, provided pursuant to Art. 13 of EU Reg. 679/2016, can be found, every time, on the pages containing forms used to obtain data from visitors to the site. These information notices are intended to set out the limits, purposes, and methods applied to the processing of each data form received and each visitor may decide freely whether or not they wish to consent to and authorise - when necessary - the collection and subsequent use of their data. It should be noted that there is no section of the site, nor any need - in order to access any site feature or function - to provide "*special categories of personal data*" and/or "*personal data relating to criminal convictions and offences*", as defined in Articles 9 and 10 of EU Reg. 679/2016. Should the user send information of the aforesaid type to the data controller unprompted, the data controller will process such data in compliance with applicable law on the protection of personal data (EU Reg. 679/2016) and within the limits of that which is strictly necessary for the purposes of the requests made by the user in question. In general, as regards data provided voluntarily by the user, we wish to inform users that EU Reg. 679/2016 and national personal data protection legislation in force in Italy provide for the protection of natural persons in relation to the processing of their personal data. In accordance with such law, your data will be processed on the basis of fairness, lawfulness, and transparency, protecting your confidentiality and your rights.

Pursuant to the aforesaid Article 13 of EU Reg. 679/2016, you are therefore advised as follows:

- a) The data controller may carry out processing using automated means and/or paper documents.
- b) users are free to provide information concerning them by sending such data to the data controller via the contact methods on the website (<https://www.farpro.it/>) and/or by completing the specific forms provided on the site for collecting information; in the latter event, failure to provide certain data could - depending on the specific case - prevent us proceeding with the activities requested by the user (for example, see "compulsory fields" in the information collection forms).
- c) Personal data will be processed by persons or parties specifically appointed by the data controller as data processors (where appointed) and/or by anyone acting under the authority thereof and having access to personal data (data controller's directors/shareholders/workers, depending on the circumstances); these parties will only process your data if it is necessary for the purposes for which it was provided and solely in relation to the performance of the tasks assigned to them by the data controller, undertaking to process only the data required to perform these tasks and to carry out solely the activities needed in order to perform such tasks.
- d) Furthermore, personal data may be disclosed to third parties, although solely if strictly necessary in order to provide specific services or information requested by the user. The data disclosures described above are strictly connected to normal business operations and handling business relationships and such disclosures are strictly necessary for the purposes for which the data in question has been provided. Your personal data will not be disseminated.
- e) The data controller does not currently intend to pass on personal data to a third country or an international organisation. Should the data controller transfer data abroad, this process will be performed exclusively in compliance with the provisions set out in "*CHAPTER V - Transfers of personal data to third countries or international organisations*", EU Reg. 679/2016.

- f) The data will be retained as long as is necessary to achieve the purposes for which it was provided. The data will be stored in a form which allows identification of the data subject for no longer than necessary for the purposes for which it was collected or subsequently processed, after which it will be deleted, except in the event of Anonymisation.
- g) The personal data you provide will not be processed in order to carry out any automated decision-making processes.
- h) In the event that the personal data you provide needs to be processed for further purposes other than those stated above, the data controller will provide you with information about the said further, different purposes and any other relevant information.
- i) Data will be processed using methods and instruments that guarantee the security thereof (Articles 24, 25, and 32 of EU Reg. 679/2016) and will be carried out using both automated processes and non-automated methods (paper records), to which suitable technical and organisational measures will be applied in order to guarantee a risk-appropriate level of security, so as to ensure, on a permanent basis, the confidentiality, integrity, and availability thereof, as well as the resilience of the processing systems and services.
- j) You are informed that the data will be processed according to the specific lawful bases provided for - depending on the case - by EU Reg. 679/2016 (the specific lawful bases for any data processing activity carried out will be stated in each information notice published on the website). Generally, users are free to provide information concerning them by sending such data to the data controller via the contact methods on the website (<https://www.farpro.it/>) and/or by completing the specific forms provided on the site for collecting data; in the latter event, failure to provide certain data could - depending on the specific case - prevent us proceeding with the activities requested by the user (more specifically, see "compulsory fields" in the information collection forms).
- k) The Data Controller is:

FAR PRO MODENA S.P.A

Registered premises: Via Ghiarole n. 72, Spilamberto (MO), postcode: 41057

Tax Identification Number - VAT number 01643500364

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Email: privacy@farpro.it

Certified email: farpro@pec.it

Website: www.farpro.it/

The data controller does not currently process data which would place it under the obligation to designate a "Data Protection Officer", as set out in Articles 37, 38, and 39 and Recital 97 of EU Regulation 2016/679.

- l) The data controller also hereby informs you that:
 - you, the data subject, are entitled to access your personal data, by request to the data controller, and likewise to request the rectification or erasure of the data and the limitation of the processing concerning your data, and to object to the processing; you are likewise entitled to the portability of your data (Article 15, Article 16, Article 17, Article 18, Article 20, EU Reg. 679/2016); upon exercising your right of access, you are entitled to obtain confirmation from the data controller as to whether or not personal data concerning you is being processed, while the exercise of the right to portability allows you (the data subject) to obtain personal data from the data controller in a structured, commonly used, and machine-readable format and request the transfer of the said data from the original data controller to another (cf. WP 242 dated 13.12.2016);
 - in the event that the processing is based on Article 6, Section 1, Subsection a, or on Article 9, Section 2, Subsection a, the data subject is entitled to withdraw consent at any time, without prejudice to the lawfulness of the processing based on the consent given prior to the revocation;
 - if you, the data subject, believe the personal data processing carried out by the data controller breaches the provisions of EU Reg. 679/2016, you may lodge a complaint with the appropriate supervisory authority, as provided for by Article 77 of said EU Reg. 679/2016, or to take action before the appropriate legal authority (Article 79 of EU Reg. 679/2016).
 - you, the data subject, are entitled to be informed by the data controller (which must act in this respect immediately, unless justifiably delayed) of any breach of personal data likely to pose a high risk to your individual rights and freedoms (Article 34, EU Reg. 679/2016).

The full wording of the articles of EU Reg. 679/2016 relating to your rights (Articles 15 to 23 and subsequent relating provisions) are available via the following link on the Italian Data Protection Authority website:

- <https://www.garanteprivacy.it/regolamentoue>

or, alternatively, the data controller will provide you with such information at your request. You, the data party, may exercise the rights provided for by current personal data protection legislation at any time by contacting the data controller using any of the contact methods/details stated above.

3. **CHANGES TO THE "PRIVACY & COOKIES POLICY"**

The data controller reserves the right to make changes to this Privacy & Cookies Policy, at any time, giving notice thereof to users on this page. Therefore, we ask users to visit this page frequently, checking the date on which it was last edited (shown at the bottom) for reference. In the case of non-acceptance of the changes made to this privacy notice, the user is required to stop using this website and to request that the data controller deletes their personal data by sending a specific message to the data controller using the contact methods/details stated above. Unless specified otherwise, this Privacy & Cookies Policy will continue to apply to the personal data collected up to that moment. If you have any enquiries, comments, or requests relating to this privacy notice, please contact us using the following contact methods and details:

Fax **+39 059.783747** - Email **privacy@farpro.it** - Certified email **farpro@pec.it**

In any case, we ask users to report any difficulties encountered in viewing this Privacy & Cookies Policy, so that, if necessary, we can provide alternative means of information provision.

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