

*Information on the protection of personal data (privacy policy)  
pursuant to Art. 13 of EU Regulation No. 679/2016 ("GDPR") and Legislative Decree No.  
196/2003 ("Privacy Code") as amended by Legislative Decree No. 101/2018*

Dear Data Subject, before proceeding with the processing of your personal data, we submit the privacy policy provided by O3 Enterprise Srl (hereinafter simply Company).  
The information contained herein will help you understand what personal data we collect about you, for what purpose, how and for how long we use it, as well as who will process it.

*About us and contact details*

O3 Enterprise Srl, with registered office in Trieste (TS), Padriciano 99, 34149, Area Science Park, tax code and VAT number 01137150320, tel. 040 9828200, and email [info@o3enterprise.com](mailto:info@o3enterprise.com), which processes your personal data, is considered Data Controller for the Processing and in this capacity is responsible for ensuring the adoption of organisational and technical measures appropriate to data protection.

You can contact us in the manner most convenient to you at the addresses/contacts indicated above.

The Company has appointed a Data Protection Officer, who can be contacted at the postal address of our registered office or at the email address, [dpo@o3enterprise.com](mailto:dpo@o3enterprise.com).

*What personal data concerning you may be collected?*

The following categories of personal data may be collected about you:

**Contact details** - information on your name, surname, tax number, VAT number, postal address, telephone number, mobile phone number, email address, certified email address, contact details and role within the Company/Business through which you formulate your requests;

**Other personal data** - information that you should spontaneously provide us where deemed necessary for the provision of what you request.

We ask you to help us keep your personal data up to date, informing us of any changes.

*For what purposes may your personal data be used, by reason of what legal basis and for how long will we store it?*

**1. Collection and processing of your requests for information and advertising material on commercial products of our company in which you are interested, formulation of estimates, management of pre-contractual negotiations.**

The Company may process your personal data in order to process such requests.

Condition for processing: performance of contractual/pre-contractual obligations.

The provision of personal data is mandatory to handle your request; if you do not provide it, we will not be able to proceed.

Storage Period: the time necessary to achieve the purposes for which data was collected or for any other related legitimate purpose.

**2. Periodic newsletter service.**

The Company may process your personal data in order to send you a periodic information update about our company activities when requested to do so by you.

Condition for processing: your consent

The provision of data is optional. If you do not provide us with consent, we will not be able to meet your request to send you the periodic newsletter and subscribe to it on the mailing list. You may revoke your consent at any time by contacting and/or sending a request to our Company at the addresses indicated in the "About us and contact details" section.

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Storage Period: Data will be kept no later than the time of performance of the service and until revocation of your consent

**3. Marketing to meet your needs and to provide you with promotional offers also in line with your preferences.**

The Company may process your personal data for marketing and advertising purposes, aimed at informing you about promotional initiatives of products and services of our Company, carried out through automated methods of contact (email, text messages and other mass messaging tools, etc.) and traditional methods of contact (for example, paper post, telephone call with operator), if you give us special consent.

Prerequisite for processing: your consent.

Failure to provide the same does not have consequences, being optional.

The consent can be revoked at any time by contacting and/or sending a request to our Company at the addresses indicated in the section "About us and contact details".

Storage period: 24 months from collection.

**4. Defence of rights in the course of judicial, administrative or extra-judicial proceedings and in the context of disputes arising in connection with the services offered.**

Your personal data may be processed by the Company to defend its rights, take legal action or also make claims against you or third parties.

Condition for processing: legitimate interest of the Company in the protection of its rights. The provision of personal data for this purpose is mandatory because where not provided the Company will be unable to defend its rights.

Storage period: With particular reference to the judicial protection of our rights or in case of requests from the authorities, the data processed will be kept for the time necessary to comply with the request or to pursue the protection of their rights.

*How do we keep your personal information safe and with whom can we share it?*

The Company uses a wide range of security measures to improve the protection and maintenance of the security, integrity and accessibility of your personal data.

Your personal data will be processed mainly within the European Union. Where the data will be collected in server leased in non-EU country, if there is not already an adequacy decision by the European Commission, the provisions of the applicable legislation on the transfer of data to third countries will in any case be respected such as the standard contractual clauses provided by the European Commission.

Your personal data may be accessed by duly authorised employees, as well as by appointed external suppliers, where necessary, processors, who provide support for the provision of services.

If you wish to view the list of processors and other persons to whom we communicate data, you can contact us at the addresses indicated above in the "About us and contact details" section.

*Your data protection rights and your right to lodge complaints with the supervisory authority*

You have the right to request:

- \*access to your personal data,
- \*a copy of the personal data you have provided us with (so-called portability),
- \*rectification of personal data in our possession,
- \*cancellation of any personal data for which we no longer have any legal basis for processing,
- \*revocation of your consent, if the processing is based on consent,
- \*limitation of the way in which we process your personal data, within the limits of the legislation on personal data protection,
- \*opposition to processing.

The exercise of these rights can be done through the contact details indicated in the section "About us and contact details". In the event that you exercise any of the aforementioned rights, it will be the Company's responsibility to respond to you, as a rule, within one month.

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If you believe that the processing of your personal data is in violation of the provisions of the GDPR, you have the right to make a complaint to the Supervisory Authority for the protection of personal data, using the references available on the website [www.garanteprivacy.it](http://www.garanteprivacy.it), or the right to refer to the appropriate courts.

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