

**INFORMATION TO BE PROVIDED TO THE DATA SUBJECT**  
**DATA COLLECTED FROM THE DATA SUBJECT**  
(pursuant to Article 13 of the GDPR 2016/679)

**PROCESSING: Accounting, Supplier Management and Purchasing**

Dear data subject,

below we provide you with some information that you need to be aware of, not only to comply with legal obligations, but also because transparency and fairness towards the interested parties is a fundamental part of our business.

**DATA CONTROLLER**

The Data Controller of your personal data is **Friulpesca S.r.l.**, responsible towards you for the legitimate and correct use of your personal data, that you can contact for any information or request at the following addresses:

**Data controller: Friulpesca S.r.l.**

Headquarters: **VIA MARANO, 96 - 33050 CARLINO UD, IT**

Contact details:

Certified email	<a href="mailto:friulpesca@pec.it">friulpesca@pec.it</a>
E-mail	<a href="mailto:info@friulpesca.it">info@friulpesca.it</a>
Phone	0431 67921

## PURPOSE OF PROCESSING

Your personal data are collected and processed for the purposes set out below together with the legal basis of reference:

Purpose	Data processed	Legal basis
<b>PROCESSING: Accounting</b>		
The processing relates to the management of invoices related to sales and purchases. Management of relations with banking and insurance institutions. Management of petty cash book and cash, fixed assets in general, insurance, monthly balance sheets, motor vehicles, fuel expense sheets, treasury office. Management of the timing of payments to suppliers and collection from customers. Transmission of accounting documents to sector specialists such as accountants organized according to the forms provided for by law.		
Keeping of accounting records	Tax code and other personal identification numbers; Name, address and other personal identification elements; Economic, commercial, financial, insurance activities	The processing is necessary to fulfil a legal obligation of which the data controller is the subject - Rules of the Civil Code on the keeping of accounting records; Presidential Decree 600/1973)
Tax obligations	Tax code and other personal identification numbers; Name, address and other personal identification elements; Economic, commercial, financial, insurance activities	The processing is necessary to fulfil a legal obligation of which the data controller is the subject - European Union standard (GDPR 2016/679)
<b>PROCESSING: Supplier and Purchasing Management</b>		
The processing relates to the management of contracts with suppliers. The processing includes the registration of suppliers' personal data, the management of the supplier database, the management / archiving of invoices received by the suppliers and the verification of the related payments, the management of communications to suppliers through the contact channels available (ordinary correspondence, e-mail, telephone). The processing also includes the research and selection of suppliers for the stipulation of contracts for the supply of goods and/or services necessary for the business. Control of the level of services rendered in terms of punctuality, precision and other data characterizing the supply of goods and / or services.		
Supplier management	Name, address or other personally identifiable elements; Contact details (telephone number, e-mail, etc.); Quality certificates products; Email address; Province of residence; Gender m / f; Role held in the company	The processing is necessary for the execution of a contract in which the data subject is part of the execution of pre-contractual measures adopted upon request of the same - European Union Rule (GDPR 2016/679)
Purchase of goods or services		The processing is necessary for the execution of a contract in which the data subject is part of the execution of pre-contractual measures adopted upon request of the same - Rules of the Civil Code regarding supply and services
<b>Covid-19 Emergency - Green Pass</b>		
The processing relates to the activities that are carried out by the company in order to counteract and contain the spread of the COVID-19 virus in the workplace, in relation to all production sectors. The company, in the execution of the Covid-19 anti-contagion measures, carries out the processing of personal data also relating to the health of the data subjects. There are different ways of acquiring such data. Among the main ones we mention the following: 1) scanning of the Green Pass-Green Certification of the data subjects using the VerificationC19 app or similar; 2) delivery, by the interested parties, of a declaration certifying they are not coming from areas at epidemiological risk and the absence of contacts, in the last 14 days, with subjects who tested positive for COVID-19; 3) detection of body temperature aimed at preventing access to the workplace if it exceeds a predetermined value; should it be necessary to document the reasons that prevented access to the company premises, it will be possible to identify the person concerned and record the exceeding of the temperature threshold. The data may be processed exclusively for the purpose of preventing contagion, with the specification that only the data necessary, adequate and relevant for this purpose will be collected. In the event of temporary isolation due to exceeding the temperature threshold, procedures to guarantee the confidentiality and dignity of the worker must be ensured and, in this case, the competent doctor must also be involved.		
Prevention from COVID-19 contagion	Common data: contact and personal data (eg name, address or other elements of personal identification); Particular data present: data relating to health (eg current symptoms); the data acquired through the VerificationC19 app are: name, surname, date of birth and state of health (without the possibility of accessing other information e.g. whether the person	The processing is necessary to fulfill a legal obligation to which the data controller is subject; the processing is necessary to fulfill a legal obligation to which the data controller is subject; the processing is necessary for reasons of public interest in the public health sector, such as protection from serious threats to health... omitted... - Regulation on prevention and containment of the spread of covid 19 (among many: Decree law 52/2021, D.L. 87/2021, D.L.

	concerned is vaccinated or not...)	127/2021, L. 165/2021; D.L. 221/2021; D.L. 229/2021 and D.L. 1/2022)
--	------------------------------------	--

## RECIPIENTS

Your data may be sent to the recipients or categories of recipients listed below:

### Categories of recipients

Banks and credit institutions; Individual or associated consultants and freelancers

## DURATION OF THE PROCESSING

The duration of the processing is determined as follows:

The processing will take place when the data are collected from the data subject.

For the time necessary to fulfil the purposes indicated, and in any case not more than 10 years from the date of termination of the contracts with the suppliers (art. 2220 of the Civil Code: retention of accounting records for 10 years; art. 22 of the Presidential Decree 29th of September 1973; n. 600; art. 2946 of the Civil Code which establishes that the rights expire due to prescription after 10 years - contractual responsibility).

## RIGHTS OF THE DATA SUBJECT

In addition to the above information, to ensure that your data is processed as correctly and transparently as possible, you must be aware that:

- **you have the right to ask the data controller to access your personal data and to correct or cancel them or limit their processing or to oppose their processing;**
- **you have the right to receive the personal data concerning you provided to a data controller in a structured format, commonly used and readable by an automatic device. You have the right to transmit such data to another data controller without hindrance by the owner of the treatment that provided them if you comply with the conditions referred to in par. 1 art. 20 GDPR**
- **if you have provided consent for one or more specific purposes, you have the right to withdraw this consent at any time;**
- **you have the right to lodge a complaint with the following Supervisory Authority: Data Protection Authority;**

Moreover,

in relation to the aforementioned processings, you have a legal obligation to provide your data, otherwise you will be subject to penalties as required by law

with regard to the processing of **Management of Suppliers and Purchases**, you have the contractual obligation to provide your data. The refusal to do this is to be considered a violation of the clauses contained therein, the knowledge of your personal data is a requirement necessary for the conclusion of the contract and it will not be possible to proceed with its stipulation in the absence of them