

PRIVACY NOTICE

(Pursuant to articles 13 and 14 of the Regulation EU 679/2016)

INTRODUCTION

Teoresi GmbH, in accordance with the applicable legislation, undertakes to process your personal data in accordance with the principles of lawfulness, fairness, good faith transparency, pertinence and necessity established by Article 5 of the Regulation on the protection of personal data of natural persons ("GDPR").

Teoresi GmbH invites you to read the following privacy notice drawn up pursuant to Articles 13 and 14 of the GDPR. This privacy notice is addressed to all customers of Teoresi GmbH ("**Data Subjects**").

DATA CONTROLLER

The Data Controller of your data processing is Teoresi GmbH, with registered office Brienner Straße 55 80333 Munich (DE).

The contact details of the Data Controller are: Tel. +49 89 444694999; e-mail: privacy@teoresigroup.com.

CATEGORIES OF PROCESSED DATA

The processing will concern the following Data:

- Common identification data, such as: first name, last name, tax code, residential address; place and date of birth;
- Contact data, such as: telephone number, e-mail address and/or certified email address;
- VAT number;
- E-invoicing data;
- Curriculum vitae and professional qualification;
- Company;
- Job title;
- Bank account details (e.g., IBAN).

PURPOSE OF THE PROCESSING AND LEGAL BASIS FOR PROCESSING

The Data provided may be processed for the following purposes:

- management of pre-contractual, contractual and post-contractual phases (quotation appraisal and management, orders issuing..);
- process operational, administrative, organizational, managerial, tax, financial, insurance and accounting records relating to the relationship established between the Data Controller and the Data Subject, and comply with the regulatory obligations the Data Controller is subject to;
- management of access to company's premises;
- auditing activities;
- qualification activities.

The processing of such personal data will be carried out for the proper management and execution of the business contractual relationship between the Data Controller and the Data Subject, as well as for the fulfilment of the obligations the Data Controller is subject to.

NATURE OF DATA PROVISION

The provision of your personal data is necessary for the above-mentioned purposes, in order to properly establish the business contractual relationship and ensure the proper management thereof. Failure to provide, in whole or in part, such Personal Data, will make it impossible for the Data Controller to establish with the Data Subject any business contractual relationship nor guarantee the proper execution thereof.

SECURITY MEASURES

Data will be processed and collected through paper-based and telematic media, also by entering them into databases, archives, platforms, suitable to ensure the security, confidentiality, integrity and availability of the data. In particular, in carrying out the data processing operations, the minimum level of data protection required by law is guaranteed by adopting all the technical, computer, organizational, logistical and procedural security measures, which are designed to ensure a level of protection appropriate to the risks associated with the processing of such personal data. Your Data will be likewise processed only by personnel expressly authorized by the Data Controller.

DATA RECIPIENTS

Your Personal Data may be shared by the Company with the following subjects:

- all those subjects entitled to lawfully access to such data by virtue of legislative provisions;
- our collaborators, employees in charge of data processing, as part of their duties, including those of the other Group Companies,
- all those natural and/or legal persons, public and/or private, including the other Group companies, when the disclosure is necessary or functional to the establishment and management of the contractual and/or commercial relationship, according to the modalities and for the purposes described above (eg: customers, companies or professional firms that provide assistance and advice to the Data Controller).

DATA RETENTION PERIOD

Please note that, in accordance with the principles as of in the introduction of this Privacy Notice, your data will be kept for the time necessary to achieve the purposes effectively pursued. In any case, the retention period of your personal data will not exceed 10 years.

DATA PROCESSOR

Your personal data may also be processed by third parties, which, by virtue of their appointments as Data Processors pursuant to art. 28 of the GDPR, carry out on behalf of Teoresi further activities linked to the business contractual relationship.

DATA TRANSFER

The Data Controller may transfer personal data to data processors, other Group companies as well as to authorized third parties located in countries other than Switzerland. When doing so, it ensures that such transfers takes place in compliance with the applicable law, and in particular with Chapter V of the GDPR, by ensuring that all recipients of personal data provide an adequate level of protection and process data only in accordance with applicable laws and our instructions.

According to the law, where needed, we will also inform you and seek your consent for such data transfers.

RIGHTS OF DATA SUBJECT

As a Data Subject, you may exercise the rights provided for by Artt. 15-22 set forth in the FADP against Teoresi GmbH, by sending a communication to privacy@teoresigroup.com. Limitations to the requests may apply in accordance to the applicable law.

Your request will be in any case processed by the Data Controller within 28 days.

CHANGES TO THIS NOTICE

We may update this Privacy Notice from time to time. The last version will always be available on our website at:
<https://www.teoresigroup.com/privacy-notices/> .
