



Data Subjects: Suppliers

Dear Data Subject,

We hereby inform you, pursuant to European Regulation 679/2016, that the processing of your personal data will be carried out in compliance with the principles of "**lawfulness, fairness, and transparency**" (Art. 5, letter a). We provide you with the following information (Art. 13):

1. Data Controller: POPPI CLEMENTINO S.P.A.

Registered office: Via G. Saragat, 5, 42124, Reggio Emilia

Contacts: Tel 0522/921337 – email: poppi@poppi.it

The Data Controller is responsible to you for the legitimate and correct use of your personal data and may be contacted for any information or request

2. Data Processed, Purposes, and Legal Basis:

Purpose	Data Processed	Legal Basis
Supplier management	Name, address, tax code, or other personal identification elements; Contact details (telephone number, e-mail, etc.); Bank details.	Legitimate interest of the Controller (Art. 6, letter f)
Contract execution and related fulfillment		Performance of a contract (Art. 6, letter b)
Tax and accounting obligations		Legal obligation (Art. 6, letter c)
Privacy obligations under GDPR 679/2016		Legal obligation (Art. 6, letter c)
Purchase order history		Legitimate interest of the Controller (Art. 6, letter f)

3. Data Retention Period: The data retention criterion is determined based on the time necessary to fulfill the indicated purposes. Subsequently, data will be stored for the duration established by current tax and civil law provisions.

4. Processing Methods: Data will be processed both manually in paper format, with the guarantee of correct storage of the relevant documentation, and in digital format.

5. Categories of recipients:

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

- **Consultants and professionals, whether individual or associated** (Collaborators of the Controller as Authorized Persons; Consultants of the Controller as External Processors for matters within their competence and according to the methods provided by law);
- **Collaborators of the Controller, as Authorized Persons;**
- **Public and/or private entities** to whom data communication is mandatory or necessary in compliance with legal obligations or functional to the administration of the relationship;
- **Banks and credit institutions;**
- **Any External Data Processors** (Companies and Consultants for maintenance, control, or verification of the tools used for processing).

Specific recipient details, beyond the internal offices of POPPI CLEMENTINO S.P.A. (e.g., Sales, Administration, etc.), are available at the company headquarters and can be provided upon request by the data subject.

Data will not be subject to dissemination (except as stated above) and will not be transferred to any non-EU country or international organization.

Furthermore, the updated list of Subjects to whom the data may be communicated is available upon request at the Undersigned's registered office.

6. We further inform you of the following rights you may exercise against the Data Controller:

1. Right to request access to your personal data (art. 15).
2. Right to rectification (art. 16) or right to erasure of personal data (art. 17).
3. Right to restriction (art. 18) or right to object to processing (art. 21).
4. Right to data portability (art. 20).
5. Right to withdraw consent provided for one or more specific purposes, at any time, without prejudice to the processing carried out before the withdrawal of consent (for which you may eventually request erasure).
6. Right to lodge a complaint with the Supervisory Authority for the protection of personal data (art. 77).

Finally, we inform you that refusal to provide your personal data will make it impossible to stipulate and execute the contract and may expose you to potential liability for breach of contract

This notice replaces any other notice previously provided to the Data Subject.

If you are a VAT holder, failure to provide the data necessary for correct invoicing (legal obligation) may expose you to tax penalties.