



## Gruppo Cordenons SpA

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Via Beniamino Donzelli 52/54  
38050 Scurelle TN, Italia  
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Dear Sirs,

### Re: Italy's new data protection code

Reference is made to Italy's new data protection code come into force on 1 January 2004.

To this regard, we would like to inform you that, pursuant to mandatory provision of law, we are required to provide you with the following informative notice and therefore to ask you the consent to process your data.

Should you need any clarification, please do not hesitate to contact us.

Sincerely yours,

Gruppo Cordenons S.p.A.  
Giovanni Pelis

\* \* \* \* \*

## INFORMATIVE NOTICE TO CUSTOMERS AND SUPPLIERS IN ACCORDANCE WITH ARTICLE 13 OF THE LEGISLATIVE DECREE NO. 196/2003

### 1. INTRODUCTION

Legislative Decree No. 196 of 30 June 2003 (the Personal data protection code, hereinafter referred to as the "Code"), regulates the processing of personal data, i.e. the collection, recording, organisation, keeping, interrogation, elaboration, modification, selection, retrieval, comparison, utilization, interconnection, blocking, communication, dissemination, erasure and destruction of data, whether the latter are contained or not in a data bank, or the combination of two or more operations concerning the data involved.

For such processing, the Code requires the data subject to be provided with this "Informative Notice".

### 2. SOURCE AND NATURE OF PERSONAL DATA

Pursuant to Article 13 of the Code, the personal data provided by you, in relation to promotional activities, preliminary business relationships in view of submitting an offer or entering into an agreement and/or throughout the performance of the business relationship and/or at the time of submitting the purchase and/or supply order, shall be processed by Gruppo Cordenons S.p.A., its parent companies and subsidiaries or affiliates, for the purposes set forth in Clause 3 below, in compliance with said legislation and with the company and industrial secrets.

The data processed by Gruppo Cordenons S.p.A. in course of its business activity are commercial data with no sensitive nature.

### **3. PURPOSE OF THE PROCESSING**

The personal data are processed for the following purposes:

A):

- strictly connected and instrumental for the entering into and the performance of an agreement entered into and/or the performance of a business relationship between you and Gruppo Cordenons S.p.A., its parent companies, subsidiaries and affiliates and when making an offer;
- strictly connected and instrumental for the compliance with Italian and European Community laws and regulations, with contractual terms and conditions and with regulations enacted by authorities, supervisory bodies and controlling agencies;
- technical support and technical information with respect to purchased products;
- operating, management and in-house statistic and quality certification system;
- monitoring the trend of customer and/or suppliers relations and/or connected risks;
- financial, creditworthiness and auditing and recovering/collecting receivables;

B):

- information and updating of the economic activity of Gruppo Cordenons S.p.A, its parent companies, subsidiaries and affiliates;
- customer satisfaction checking;
- market analysis;
- marketing, submission of promotion, advertising relating to our solutions and products .

### **4. PROCESSING PROCEDURE**

For the purposes set forth above, personal data are processed by manual, electronic and/or telecommunication means in a way consistent with the purpose of such processing and, in any case, in order to ensure the protection and privacy of the data themselves in compliance with the Code and with the company and industrial secrets.

Personal data will not be disseminated.

The processed data may be transferred abroad, even to countries not belonging to the European Union – even without the express consent of the data subject - whenever such transfer is necessary for performing the relevant agreement entered into and/or the business relationship or for strictly connected or related purposes.

Collecting and periodical reconstitution of the paper archives for documents of former years, exclusively carried out by means of previously sealed containers, are carried out by the services company GLOBUS General Service s.n.c., with hits offices in Milan, Via Tertulliano 70.

### **5. CONSEQUENCES OF FAILING TO PROVIDE PERSONAL DATA**

Provided that the data subject has the faculty to enter into an agreement, to have business relationship and/or to require the submission of an offer, in the event the agreement or the business relationship is entered into or the offer has been requested, the personal and fiscal data necessary for the entering into and/or the performance of an agreement or a business relationship or for the submission of offers have to be provided to the data controller in order to enable the latter to comply with contractual and law requirements or with the requests of the submission of any offer.

The data subject's consent is not required for the processing of the afore mentioned data.

The data subject has the faculty to provide further personal data - as long as they are not sensitive data – if strictly connected and instrumental for the performance of the agreement and/or the business relationship entered into or the requests of the submission of offers.

The data subject's consent is not required for the processing of the afore mentioned data.

Failing to provide the data required by law, if essential or strictly connected or instrumental for the performance of the agreement or the business relationship entered into and/or the submission of offers, may prevent or jeopardise its execution, performance or the submission of offers.

Failing to provide data other than those required by law, if essential or strictly connected or instrumental for the performance of the agreement or the business relationship entered into or the submission of offers, may prevent or jeopardise the data controller from providing the services set forth in Clause 3 B) above.

Data processing – both essential, connected, instrumental and not mandatory – for the purposes set forth in Clause 3B requires, in any case, the subject's consent.

## 6. COMMUNICATION OF DATA

During the course of its economic activity, Gruppo Cordenons S.p.A. will be entitled to communicate data for the purposes set forth in Clause 3 above, to:

- parent companies, subsidiaries and affiliates;
- sales network;
- suppliers, sub-suppliers and sub-bidders and distributors;
- bank and financial intermediaries;
- credit institutions;
- companies entrusted with the recovery and recollection of receivables;
- professionals and consultants;
- insurance companies;
- controlling and commercial risks management companies;
- audit companies.

## 7. RIGHTS OF THE DATA SUBJECT

7.1. With respect to the processing of personal data, the data subject has the right, pursuant to Article 7 of the Code:

- a) to obtain from the data controller (*Titolare*) or the data processor (*Responsabile*), without delay:
  - 1) confirmation of the existence or not of his/her personal data, even if not yet recorded, and their respective communication in intelligible form; confirmation of the source, of the logics and the purposes upon which the processing is based; the request may be renewed, but not prior to the elapse of 90 (ninety) days unless it is based on justified grounds;
  - 2) the erasure, anonymization or blocking of data that have been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed;
  - 3) the updating, rectification or, where interested therein, integration of the data;
  - 4) the certification to the effect that the operations as per point 2) and 3) above, have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected;
- b) to object, in whole or in part, on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection;
- c) to object, in whole or in part, to the processing of personal data concerning him/her, where it is carried out for the purpose of sending commercial information or advertising materials or direct selling or for the performance of market surveys or commercial interactive communication and to be informed by the data controller not later than the moment in which the data are being communicated or disseminated, that he/she may be entitled to exercise such right free-of-charge.

7.2 For each request under paragraph 1, letter a), no. 1) above, the data subject may be demanded, whereas there is no confirmation of the existence of the data, a contribution for the costs not higher than the costs actually borne, in accordance with and within the limits set forth under the Code.

7.3 The rights under paragraph 1, referred to data of a deceased natural person, may be exercised by whoever has an interest in doing so or acts to protect a data subject or for family-related reasons deserving protection.

7.4 In exercising the rights under paragraph 1 above, the data subject may confer such rights by granting, in writing, a power of attorney or representation, to natural person, bodies, associations or organisations.



## 8. DURATION OF THE PROCESSING

The processed data shall be kept by Gruppo Cordenons S.p.A. with security and privacy and in compliance with the company and industrial secrets for the time strictly necessary for the pursuit of the purposes set forth under Clause 3 above, without prejudice to fiscal, accounting, social security and/or other law requirements.

## 9. DATA CONTROLLER AND DATA PROCESSOR

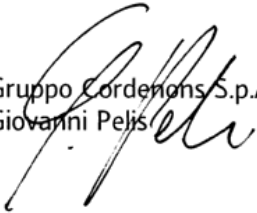
The data controller is Gruppo Cordenons S.p.A., with registered office in Milan 20145, Via Machiavelli 38, 1, by means of its *pro tempore* legal representative, i.e. Mr. Ferruccio Gilberti.

The data processor is the *pro tempore* Head of Financial and Legal Affairs Division, i.e. Mr. Giovanni Pelis.

Please see on our website (<http://www.gruppocordenons.com>) to know the update list of the data processors.

Milan, March 2005

Gruppo Cordenons S.p.A.  
Giovanni Pelis





## EXPRESSION OF CONSENT

to be transmitted by fax at the number +39 02 4818507

The undersigned \_\_\_\_\_, born in \_\_\_\_\_ on \_\_\_\_\_, resident in \_\_\_\_\_, in his/her capacity as *pro tempore* legal representative of the company \_\_\_\_\_, with registered office in \_\_\_\_\_, therein domiciliated for his/her office, having received and acknowledged this Informative Notice pursuant to Article 13 of the Code and having been informed of the rights arising under Article 7 of said Code;

gives his/her consent

refuses his/her consent

that the processing of the company's data by Gruppo Cordenons S.p.A., its parent companies, subsidiaries and affiliates may be carried out also for the purposes set forth under Clause 3 B) above; furthermore

gives his/her consent

refuses his/her consent

that the company's data may be communicated by Gruppo Cordenons S.p.A., its parent companies, subsidiaries and affiliates to the person set forth in Clause 6; finally

gives his/her consent

refuses his/her consent

that the company's data may be processed by the person set forth in Clause 6 also for the purposes set forth under Clause 3 B) above.

I am aware that, failing to give my consent, Gruppo Cordenons S.p.A., its parent companies, subsidiaries and affiliates will not be in a position to carry out any transaction and/or service in respect of which my consent is strictly necessary.

Place and date

\_\_\_\_\_

Clear signature

\_\_\_\_\_