

Privacy Policy

pursuant to art. 13 of the GDPR

Dear User,

thank you for visiting our website.

Pursuant to article 13 of Regulation (EU) 679/2016 (“GDPR”) on the protection of individuals with regard to the processing of personal data, an explanation of how we process the personal data collected by us or supplied by you during your visit to our website (“**Data**” or “**Personal Data**”) is provided below.

Personal Data Controller

The Personal Data Controller is **Società Legnami Paganoni Spa**, with registered office at Via Delle Canovine n. 29 – 24126 Bergamo (BG), Tax Code: 01961270160 and VAT No.: 01961270160, in the person of the company’s legal representative Marco Paganoni (“**Data Controller**” or “**Legnami**”).

Personal Data Processed

The Personal Data that we process includes:

Data voluntarily supplied by you when filling in the information request forms on the website, such as whether you are a company or a private individual, your name and surname, town, region, email address and phone number.

- Browsing data that we collect automatically when you visit the website (e.g.: IP addresses or domain names of the devices you use to connect to the website, the URI (Uniform Resource Identifier) of the resources requested, the time of the request, the method used to submit the request to the server, the size of the file obtained in response, the numerical code indicating the status of the response given by the server (successful, error, etc.) and other parameters relating to your operating system and IT environment.

The purposes for which and the legal basis upon which your personal data may be processed

a) Fulfilling requests for information sent to us through the website

The processing of your Data for this purpose is based on the **need to implement pre-contractual measures adopted at your request** (art. 6.1. letter b) GDPR). In this case, the provision of your data is mandatory and, without it, we will be unable to supply you with the information requested.

b) Entering into contractual relations and consequent obligations

The processing of data for this purpose is based on the need to **implement the sales agreement entered into by you with Legnami** (art. 6.1. letter b) GDPR) and to **fulfil the resulting accounting and tax obligations** (art. 6.1. letter e) GDPR).

c) Allowing you to browse the website and take advantage of its features

We process your browsing data for the purposes indicated above. This processing is based on our **legitimate interest** (art. 6.1 lett. f) GDPR), which we believe is not overridden by any of your interests, rights or fundamental freedoms. Your browsing data is supplied automatically when you visit the website, so if you do not wish to supply such data, please refrain from visiting the website.

d) Ascertaining liability in the event of computer crimes committed against the website or third parties

When requested to do so by public authorities, we may process your browsing data for the purpose indicated above. This processing is based on the need **to fulfil legal obligations** (art. 6.1. letter e) GDPR) to which we are subject. If you prefer us not to collect your browsing data, please do not use this website.

e) To ascertain / defend our rights in court

The processing of data for this purpose is based on our **legitimate interest** (art. 6.1 lett. f) GDPR), which we believe is not overridden by any of your interests, rights or fundamental freedoms.

Data processing methods and retention period

The data will be processed by computer and/or on paper, in observance of the provisions of article 32 of the GDPR on security measures, by specially appointed persons and in compliance with the provisions of article 29 of the GDPR.

Please note that, in observance of the principles of legality, purpose limitation and data minimisation, pursuant to article 5 of the GDPR, your personal data will be kept for the period of time necessary to achieve the purposes for which it was collected and will be processed.

Legnami will apply the following specific data retention periods:

<ul style="list-style-type: none">○ to allow you to browse the website and use its features○ to ascertain responsibility in the event of computer crime or abuse	12 months subject to further storage in the event of a request by the Authorities
<ul style="list-style-type: none">○ to fulfil requests sent to us through the website	12 months
<ul style="list-style-type: none">○ to exercise our rights/defend ourselves in court	until settlement of the dispute or litigation
<ul style="list-style-type: none">○ to execute and manage orders forwarded through the website	10 months after the end of the commercial relationship

Sphere of communication and disclosure of personal data

We may make your personal data accessible or share it with certain third parties, including suppliers we use to run the website and provide the services available here, public authorities, newsletter service providers, legal or tax advisors. In certain cases, said third parties act as our data processors (in compliance with article 28 GDPR). If you would like details of the organisations that process your data on our behalf as data processors, please send us a request using our contact details.

The data may also be processed by the employees of the departments of our organisation and the organisations of our data processors. These parties receive the appropriate instructions and authorisations from us and our data processors to proceed with the correct processing of your data (pursuant to article 29 of the GDPR).

Transferral of personal data outside the European Economic Area or to international organisations

Your personal data is stored on Legnami's servers, which are located within the European Economic Area ("**EEA**"). Should it be necessary to transfer your data outside the EEA, we will implement the guarantees required by Chapter V of the GDPR.

Your rights

You may exercise the following rights at any time, pursuant to articles 15 to 22 of the GDPR:

- I. request confirmation of the existence or otherwise of your personal data;
- II. obtain information on the purposes of the processing, the categories of personal data, the recipients or categories of recipients to whom the personal data has been or will be disclosed and, when possible, the retention period;
- III. obtain rectification and cancellation of the data;
- IV. obtain the restriction of the processing of your data;
- V. obtain the portability of the data, i.e.: receive it from a data controller, in a structured, commonly used and machine-readable format, and transmit it to another data controller without hindrance;
- VI. oppose the processing of your data at any time and also in the case of processing for direct marketing purposes;
- VII. oppose an automated decision-making process relating to natural persons, including profiling;
- VIII. withdraw any consent given at any time, without prejudice to the legality of the processing based on the consent given before withdrawal;
- IX. lodge a complaint with a supervisory authority.

In the event of complaints or reports regarding the way your data is processed, we will make every effort to respond to your concerns.

The exercise of these rights is free of charge and is not subject to any formal constraints. We may only ask to verify your identity before taking further action following your request.

We will notify each recipient of the data of any rectification, cancellation or restriction of processing, unless this proves impossible or involves a disproportionate effort.

You may exercise your rights by writing to the following e-mail address: privacy@legnamipaganoni.it.

However, if you wish, you may forward your complaints or reports to the Italian Data Protection Authority, following the procedures and instructions published on the official website of said authority (www.garanteprivacy.it).