

# INFORMATION NOTICE PURSUANT TO ART . 13-14 REG . EU No. 679/2016 FOR THE PROCESSING OF PERSONAL DATA

Dear navigator

Digital Novels Srl Unipersonale™ hereby informs you that, pursuant to and for the purposes of articles 13 and 14 of the European Regulation no. 679/2016 GDPR, the data acquired and / or provided by you will be processed in compliance with the aforementioned regulations.



## ROLES

The Data Controller is: Digital Novels Srl Unipersonale Via G. Agnelli, 22 Fermo 63900 FM info@digitalnovels.eu



The Data Protection Officer (DPO) is: and can be contacted through the following channels:



## PURPOSE OF MANDATORY TREATMENTS

Digital Novels Srl Unipersonale™ acquires the data provided by you in compliance with the confidentiality and security rules provided for by the Regulations and by the law.

Digital Novels Srl Unipersonale™ processes the data collected in digital format from the website without your express consent (Article 6 of the GDPR) for the following purposes:

Carry out your normal activities of answering the questions that come to us through the various forms of the website.

Fulfill the pre-contractual, contractual and tax obligations deriving from existing relationships with you;

Fulfill the obligations established by law, by a regulation, by community legislation or by an order of the Authority (for example: issuing invoices);

Exercise the rights of the Data Controller (for example: treasury management, right of defense in court, etc.).



## PURPOSE OF MANDATORY TREATMENTS

subject to your specific and distinct consent (articles 6 and 7 GDPR), we will process your data for the following marketing purposes:

Send them via e-mail, post, newsletter, commercial communications and / or information material on products and / or services offered by the Data Controller and survey of the degree of satisfaction with the quality of services.

Send them via e-mail, newsletter on products and / or services offered by third-party companies and detection of the degree of satisfaction with the quality of services.



## METHOD OF TREATMENT

The treatment consists, for example, in operations of collection, registration, organization, conservation, extraction, consultation, use, communication, cancellation of personal data. It is carried out, for the aforementioned purposes, according to principles (pursuant to Article 5 of the GDPR n. 2016/679) of lawfulness, correctness, transparency, data minimization and accuracy. The data are processed by telephone, paper, computer and telematic methods. The processing takes place using suitable tools, technical and organizational measures adequate to guarantee security, integrity and confidentiality, avoiding in particular the risk of loss, unauthorized access, illicit use, dissemination, in compliance with the provisions of art. . 32 of the GDPR n. 2016/679, by the subjects and in compliance with the provisions of art. 29 of the GDPR n. 2016/679 and art. 2- quaterdecies of the Privacy Code.



## NATURE OF DATA CONFERENCE AND CONSEQUENCES OF REFUSAL TO RESPOND

The provision of data for mandatory purposes does not require consent. In the absence of such data we will not be able to provide our services. The provision of data for other purposes is optional and requires your express consent. Without it, you will not be able to receive newsletters, information material, commercial communications on services offered by the Data Controller or third-party companies. However, you will continue to be entitled to our services.



## ACCESS TO DATA

Your data may be made accessible for the aforementioned purposes:

To the employees and collaborators of the Data Controller in their capacity as persons in charge of processing and / or system administrators;

To third-party companies or other subjects (by way of example: professional firms, consultants, software houses that provide management, credit institutions, insurance companies, etc.) who carry out outsourced activities on behalf of the Data Controller, in their capacity as external data processors .



## COMMUNICATION OF DATA

The Data Controller may communicate your data to the Public Administration, Supervisory Bodies and / or Judicial Authorities as well as to all other subjects to whom the communication is mandatory or necessary by law. Your information will not be disseminated.



## TRANSFER OF DATA

We inform you that we generally try to avoid data transfers outside the European Union. In any case, it is understood that the Data Controller, if necessary, will have the right to transfer data to non-EU countries. In this case, the Data Controller ensures from now on that the transfer of data outside the EU will take place in compliance with the applicable legal provisions by stipulating, if necessary, agreements that guarantee an adequate level of protection and / or adopting the standard contractual clauses provided for by the Commission. European Union and / or binding corporate rules.



## DATA STORAGE

All personal data provided will be processed in compliance with the principles of lawfulness, correctness, relevance and proportionality, only with the methods, including computer and telematic methods, strictly necessary to pursue the purposes described above. Personal data will be kept for 6 years following the last contact with the interested party or until the request for cancellation by the same. In this case, the data related to the legitimate interest of the owner or necessary for the fulfillment of legal obligations may still be stored. It should be noted that the information systems used to manage the information collected are configured, from the outset, in such a way as to minimize the use of personal data.



## RIGHTS OF THE INTERESTED PARTY

In his capacity as an interested party, he has the rights referred to in art. 15 ss and art. 77 GDPR, and precisely the rights of:

Obtain from the data controller confirmation as to whether or not personal data concerning him is being processed and, in this case, to obtain access to personal data and the following information: the purposes of the

processing; the categories of personal data in question; the recipients or categories of recipients to whom the personal data have been or will be disclosed, in particular if they are recipients of third countries or international organizations; when possible, the retention period of the personal data provided or, if not possible, the criteria used to determine this period; if the data are not collected from the interested party, all available information on their origin; the existence of an automated decision-making process, including profiling, and, at least in such cases, significant information on the logic used, as well as the importance and expected consequences of such processing for the data subject.

Obtain from the data controller the correction of inaccurate personal data concerning him without undue delay. Taking into account the purposes of the processing, the interested party has the right to obtain the integration of incomplete personal data, also by providing an additional declaration.

Obtain from the data controller information relating to personal data concerning him without undue delay, if one of the following reasons exists: **a)** the personal data are no longer necessary with respect to the purposes for which they were collected or otherwise processed; **b)** the interested party revokes the consent on which the processing is based in accordance with Article 6, paragraph 1, letter a), or Article 9, paragraph 2, letter a), and if there is no other legal basis for the processing; **c)** the interested party opposes the processing pursuant to Article 21, paragraph 1, and there is no legitimate overriding reason to proceed with the processing, or opposes the processing pursuant to Article 21, paragraph 2; **d)** the personal data have been unlawfully processed; **e)** the personal data must be deleted to fulfill a legal obligation under the law of the Union or of the Member State to which the data controller is subject;

Obtain from the data controller the limitation of the processing when one of the following hypotheses occurs: **a)** the data subject disputes the accuracy of the personal data, for the period necessary for the data controller to verify the accuracy of such personal data; **b)** the processing is unlawful and the interested party opposes the cancellation of personal data and requests instead that its use be limited; **c)** although the data controller no longer needs them for processing purposes, the personal data are necessary for the data subject to ascertain, exercise or defend a right in court; **d)** the interested party opposed the processing pursuant to Article 21, paragraph 1, pending verification of the possible prevalence of the legitimate reasons of the data controller with respect to those of the interested party.

Receive in a structured format, commonly used and readable by an automatic device, the personal data concerning him provided to a data controller and transmit such data to another data controller without impediments by the data controller to whom he provided them if the processing is carried out by digital means. In exercising their rights regarding data portability, the interested party has the right to obtain the direct transmission of personal data from one data controller to another, if technically feasible.

Oppose at any time, for reasons connected with your particular situation, to the processing of personal data concerning you pursuant to Article 6, paragraph 1, letters e) or f), including profiling on the basis of these provisions. If personal data are processed for direct marketing purposes, the interested party has the right to object at any time to the processing of personal data concerning him for these purposes, including profiling to the extent that it is connected to such marketing.

Right not to be subjected to a decision based solely on automated processing, including profiling, which produces legal effects concerning him or which significantly affects his person in a similar way.

Right to lodge a complaint with a supervisory authority pursuant to art. 77.



## METHOD OF EXERCISE OF RIGHTS

You can exercise your rights at any time by contacting the Data Controller at the following e-mail address: [info@digitalnovels.eu](mailto:info@digitalnovels.eu)



## **EXTERNAL AND RESPONSIBLE MANAGERS**

The updated list of external managers and data processors is kept at the registered office of the Data Controller



## **MODIFICATION OF THE CURRENT NOTICE**

This information was drawn up on 2022-09-23 15:11:18 and may undergo changes over time also due to additions or legislative and regulatory changes on the subject. The interested party is invited to consult this page often.