



Giannetti & Silva - IT Management, Lda.

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New European Regulation of Personal Data Treatment

GS MATIKA, with legal address Rua 31 de Janeiro nº 87 9050-401 Funchal Madeira, Portugal, VAT number PT514071028 (hereinafter referred to as "Controller"), in the capacity of data controller, informs, according to the article n. 13 D.Lgs. 30.6.2003 n. 196 (hereinafter referred to as "Privacy Code") and the article n. 13 of the Regulation (EU) n. 2016/679 (hereinafter referred to as "GDPR") that Your data will be processed in the modalities and for the following purposes:

1. Object of treatment

The Controller treats personally identifiable data (for example, name, surname, business name, address, telephone, email, bank and payment references - hereinafter referred to as "personal data" or "data") provided by You for the contracts made for the Controller's services.

2. Purpose of the treatment

Your personal data is processed without your express consent (article 24 a), b), c) Privacy Code and art. 6 b), e) GDPR), for the following Service Purposes:

- conclude the contracts of the services of the Controller;
- comply with the precontractual, contractual and tax obligations arising from the existing relations between You;
- comply with the obligations laid down by law, by a regulation, by Community law or by an order of the Authority (eg on money laundering);
- exercise the rights of the Controller, for example, the right of defense in court.

3. Treatment Mode

The treatment of your personal data is done through the operations indicated in art. 4 of the Privacy Code and in art. 4 n. 2 of GDPR, namely: collection, registration, organization, conservation, consultation, preparation, modification, selection, extraction, comparison, use, interconnection, blocking, communication, cancellation and distribution of data. Your personal data are processed, whether on paper or in electronic and/or automated media.

The Controller will treat the personal data for the necessary time in order to fulfill the aforementioned purposes and, in any case, not more than 10 years after the end of the relationship for Service Purposes.

4. Access to data

Your data may be accessed for the purpose set forth in art. 2:

- to the dependents and collaborators of the Controller, in their qualities of being in charge of and/or the treatment and/or the administration of the system;
- to third-party companies or other individuals (as an indication, credit institution, professional studios, consultancies, insurers for the provision of insurance services, etc.) who performs outsourcing activities in quality of external controllers of the data.

5. Communication of data

Without the need for express consent (pursuant to article 24, a), b), d) of the Privacy Code and art. 6 b) and c) GDPR), the Controller may communicate his data for the purposes referred to in art. 2 to the Supervisory Bodies, the Judicial Authorities, insurance companies for the provision of insurance services, as well as to entities to whom communication is mandatory by law for the realization of legal purposes. These entities shall process the data as independent controllers and treatment holders.

Your data will not be disclosed.

6. Security

The data are maintained and verified by adopting appropriate safety precautions to minimize the risk of loss and destruction, unauthorized access and unauthorized treatment other than the purposes for which processing is performed.

7. Data transfer

The management and conservation of personal data shall be limited to the European Union.

8. Rights of the Interested

As an interested party, you have rights in accordance with art. 15 GDPR and, in particular, the rights of:

- obtaining confirmation of the existence or not of your personal data, even if not yet registered, and its communication in an understandable way;
- obtaining indication of: (a) the origin of the personal data; b) the processing purposes and methods; (c) the logic applied in case of treatment carried out with the aid of electronic instruments; d) Identification details of the Controller, the managers and the representative appointed in accordance with art. 5, paragraph 2 of the Privacy Code and art. 3, paragraph 1, of the GDPR; e) the subjects or categories of subjects to whom the personal data may be communicated or whom may become aware of it as the designated representative in the territory of the State, managers or agents;
- obtain: a) updating, rectification or integration of data; (b) cancellation, anonymized processing or blocking of illegally processed data, including unnecessary data retention collected and/or processed for the purposes of the company; (c) the certification that the operations referred to in (a) and (b) have been brought to the notice, including its content, to those whom the information has been communicated or disclosed, except where such compliance is impossible or involves use of means that are manifestly disproportionate to the right protected;
- Oppose, wholly or in part, for legitimate reasons, to the processing of your personal data, even if relevant to the purpose of its collection.
If applicable, you also have the rights mentioned in articles 16-21 GDPR (Right of rectification, right to be forgotten, right to limit data treatment, right of portability, right of opposition), as well as the right of complaint to the Guarantor Authority.

9. Modality of the exercise of the rights

You may, at any time, exercise your rights by sending a communication:

- by e-mail, to: info@gsmatika.pt
- by registered mail, to: GS MATIKA, Rua 31 de Janeiro nº 87 9050-401 Funchal Madeira, Portugal

10. Controller, processors and representatives

The Controller of the data treatment is GS MATIKA.

The up-to-date cast of the data controllers and processors is maintained and can be consulted at the data controller's headquarters.