

Supplier Privacy Policy pursuant to art. 13-14 of the GDPR (General Data Protection Regulation) 2016/679

Pursuant to and for the effects of article 13 of Regulation 2016/679 of the European Parliament and of Council, concerning the protection of natural persons with regard to the processing of personal data, as well as the free circulation of that data (hereinafter "Regulation"), Mayekawa Italia Srl, (hereinafter "Mayekawa") - as Data Controller - informs you that the personal data referred to you, regarding both your employees and collaborators and your subcontractors, who refer to you to execute the contract, (hereinafter "interested parties"), and collected to establish and/or continue the contractual relationship, are processed in compliance with the following purposes and methods:

1) Data Controller and Data Processor:

The data controller is Mayekawa Italia Srl. with registered office in Via Riccardo Lombardi 19/12 20153 Milan (MI), Tax Code and VAT no. 07272790960 ("Mayekawa" or "the Company").

For certain processing operations, the Company uses employees or collaborators, who are in charge of carrying out processing operations under the authority of the Data Controller, as well as partner companies or professional firms that provide assistance and advice in accounting, administrative, legal, tax, financial and technical matters located in the European Union.

The Data Controller, and/or the Data Protection Officer you can contact to exercise the rights referred to in Art. 12 and/or for any clarifications regarding the protection of personal data, can be reached at: privacy@mayekawa.it, or at the following addresses

MAYEKAWA Italia S.r.l.

Registered Office:

Via Riccardo Lombardi 19/12

20153 Milano (MI)

T. +39 2 48929218

F. +39 2 4531728

2) Personal data collected:

For purposes functional to the stipulation and execution of the services rendered to Mayekawa and Mayekawa's customers and for legal obligations:

- i) personal and tax data of the company or persons acting on their behalf, employees, collaborators, subcontractors (name, surname, identification document details and copy of the same, telephone, email address, etc.),
- ii) Health data

3) Processing Purpose

- a) For the personal data indicated in point 1, Mayekawa will process your data for the following purposes:
- i) execution of the supply contract, or procurement
 - ii) fulfilment of tax or accounting obligations;
 - iii) order management (supplier administration, administration of contracts, orders, arrivals, invoices);
 - iv) to manage litigation (contractual breaches, warnings, transactions, debt collection, arbitration, judicial disputes);
 - v) quality control and reporting on supplier reliability
 - vi) security checks, including identification of Supplier personnel, where necessary.
 - vii) to carry out procedures to allow employees and collaborators of the Supplier access to the work sites of customers, even abroad and outside Europe.

4) Location and overseas data transfer

The personal data managed are generally stored in Italy, however, in the sole context of services executed by Mayekawa for its customers, these may be transferred, only for the contract, both inside and outside the European Union, wherever the location of the service is established by the contract, or where the suppliers are based or have their own servers.

Therefore, the personal data of suppliers and their employees and collaborators, as indicated in paragraph 1, are managed c/o a cloud provider in the USA, and/or on PCs, servers and databases in Italy.

5) Mandatory or not for consent

We would like to inform you that, considering the purposes of processing as illustrated above in point 1), **provision of data is mandatory** to execute Mayekawa's contracts with its customers, and non, partial or incorrect provision may make it impossible for Mayekawa to carry out the activity and/or to fulfil the obligations required for Privacy.

Therefore, the supplier undertakes to provide the personal data of its employees, its collaborators and its subcontractors, only after having previously collected and checked the consent to processing by Mayekawa, for the purposes described above.

In addition, the supplier undertakes to collect the explicit consent of its employees and collaborators, its own and its subcontractors, and accurately document collection, to allow Mayekawa to forward personal data to Mayekawa's customers, in order to allow identification of personnel and the related control of the documents needed to access the work sites, and consequently authorize access to their offices, wherever they are, to execute the contract.

6) Data Processing Method:

Data are processed by direct collection by the Suppliers.

Processing will be carried out with both manual and/or computerized and telematic tools applying organizational and processing logics strictly related to the purpose and in any case in order to guarantee the security, integrity and confidentiality of the data in compliance with organizational, physical and logic measures required by current regulations, and in particular by the new EU 679/2016 regulations.

7) **Data Communication and Distribution**

We would like to inform you that the personal data of the data subject are communicated, in addition to Mayekawa's customers to execute contracts, and with appropriate procedures and security measures, to foreign companies or to users or service providers, who may operate outside the country (including outside the EU), for the purposes indicated in paragraph 2. The list of companies and/or users with whom **Mayekawa** has signed contracts that may involve data processing is available on request by sending an email to privacy@mayekawa.it.

8) **Data storage period**

The data collected will be kept for the entire duration of the contractual relationship. In the event of interruption and/or termination of the relationship, the data will be stored for 10 years from the termination date, or for the time needed by any legal obligations or requirements, such as for example disputes, and/or other legal obligations in tax and civil law matters.

The obsolescence of the data stored in relation to the purposes for which they were collected is checked periodically.

9) **Data subject rights**

At any time the data subject may exercise its rights with the data controllers, pursuant to art. from 15 to 22 and art. 34 of the GDPR. You may exercise your rights by sending a request by an email to the address privacy@mayekawa.it.

The data subject may, at any time, exercise its rights to:

- a) receive confirmation of the existence of its personal data and access their content;
- b) update, modify and/or correct its personal data;
- c) request cancellation, transformation into anonymous form, block data processed in breach of the law or limit processing;
- d) oppose processing for legitimate reasons, including revoking consent, if possible: withdrawal of consent does not affect the lawfulness of processing based on the consent granted before revocation;
- e) receive a copy of the data provided and request that such data be transmitted to another data controller (data portability);
- f) object, fully or in part, to the processing of its personal data, provided for commercial information or sending advertising or direct sales material or to carry out market research or for commercial communication purposes.

g) to lodge a complaint with the supervisory authority (Privacy Authority) whose references are found at the [website http://www.garanteprivacy.it/](http://www.garanteprivacy.it/).

10) Complaint

If there should be any disputes or findings, on the way in which the Data Controller collects or uses personal data, the data subject can contact Mayekawa in the first instance, at the address privacy@mayekawa.it or can contact the office of the Privacy Authority directly, of which contact details can be found at <https://www.garanteprivacy.it>

11) Notice updates

This privacy notice can be modified at any time and will be updated over time to comply with the additional requirements required by the GDPR which will come into force as of May 25, 2018 as amended.

The new updated information will be accessible at any time on our website at the address <https://mayekawa.it/privacy-policy/>

THE OWNER

Mayekawa Italia S.r.l.


MAYEKAWA
MYCOM
Jun MURAOKA
Managing Director