

Information for Agencies/Tour Operators

Information pursuant to article 13 of EU Regulation 2016/679 with regard to the processing of personal data of living persons, as well as the free circulation of such data - General Data Protection Regulation (so-called GDPR)

The GDPR (EU Regulation 2016/679) contains provisions for the protection of persons and other subjects regarding the processing of personal data. In particular, the interested party should be informed about the use of data concerning him/herself. As our commercial partner, your Agency/Tour Operator falls into the category of interested party, that is to say the subject to which the data mentioned in this document refers.

Purposes of data processing

This information is provided by Delphina SpA, with administrative headquarters in Palau - 07020, Loc. Cala di Lepre, e-mail: privacy@delphina.it as Data Controller of personal data, and refers to the complete processing of your personal data (name, surname, company name, VAT number or fiscal code, address and/or telephone contacts or e-mail address) carried out regarding the **relationship for the supplying of goods and/or services already established with yourselves.**

Delphina S.p.A. already holds or will acquire in the future certain personal data which has been and will be processed for purposes that can be specified thus:

- 1) Purposes related to the fulfillment of the obligations established by laws, regulations of a Community nature, provisions of the authorities justified by law.
- 2) Purposes related to the fulfillment of obligations under the contract that regulates the relationship of supplying goods and/or services (for example, acquisition of preliminary information necessary for completion of contracts, administration, accounting, contract management, payments, etc.)
- 3) Purposes strictly connected and instrumental to the execution of the existing relationship with yourselves
- 4) Personal and contact data that may be used for communication and marketing purposes via paper, digital, gadgets and/or other formats inherent to the nature of the existing commercial relationship.

Method of data processing and retention period

Delphina S.p.A. processes data according to the principles of correctness, lawfulness, transparency and protection of the confidentiality of its rights. The data will be processed by Delphina S.p.A. for the entire duration of the established contractual relationships and also after their eventual resolution for the accomplishment of all professional and legal obligations.

As part of the contractual relationship established with you and for the purposes related to it, Delphina S.p.A. may acquire knowledge of data related to your customers, employees, consultants, collaborators or third parties who have, or have had, relationships with you in the context of your economic activity. In such a context it is your responsibility to provide them with appropriate information and obtain their consent to the processing of data by Delphina S.p.A. where required by the GDPR for related purposes and deriving from a contractual relationship already established with them.

Nature of the conferment and consequences of any refusal

The provision of data is mandatory for the fulfillment of the obligations provided by law. The consequence of any eventual refusal to supply data may make it impossible to proceed with the selection process and the lack or partial lack of data may result in the impossibility of proceeding with the existing relationship.

Subjects to whom data may be communicated or who may become aware of it

Data may be processed by employees and collaborators of the Data Controller in their capacities as agents and internal or external managers of the processing procedure (e.g. work consultants, accountants) and system administrators.

The data may be disclosed for the purposes set out above and processed on our behalf by companies, organizations or professionals appointed by us to perform specific processing services or activities that complement our activities or which are necessary for the carrying out of our activities. The following third parties operate in complete autonomy as separate data controllers for purpose two: organizations involved in safety/security, authorities or public institutions; companies, including those based in foreign countries, banks and credit institutions, debt collection companies, insurance companies, independent company collaborators, professionals (lawyers and accountants), consulting and auditing companies, companies that carry out transportation and dispatch and anyone who is a legitimate recipient of communications required by law or regulations. Any hypothesis regarding data distribution not imposed by law or that is not subject to the existing relationship with Delphina SpA is excluded. Data will not be transferred abroad. The processing of data regarding video surveillance in order to protect corporate assets is in the legitimate interests of the data processor.

Data controller: Delphina S.p.A., with administrative headquarters in Palau - 07020, Loc. Cala di Lepre, e-mail: privacy@delphina.it

You are hereby informed of your rights pursuant to art. 13 of the GDPR

The interested party can assert his/her rights as allowed for in Art. 15 (right of access of the interested party), Art. 16 (right of rectification), Art. 17 (right to cancellation, "right to be forgotten"), Art. 18 (right to limitation of treatment), Art. 20 (right to Data Portability) and Art. 21 (right of opposition) of Regulation 2016/679 by addressing the Data Controller directly.