

PRIVACY POLICY

FOR CUSTOMERS, SUPPLIERS, PARTNERS, AND THIRD PARTIES

Information pursuant to Article 13 of European Regulation No. 679/16 and national legislation regarding the protection of personal data of customers, suppliers, and all subjects who interact with FAST in various capacities.

FAST - Federation of Scientific and Technical Associations, with registered office at Piazzale Morandi 2, 20121 Milan, as the Data Controller of personal data, wishes to provide adequate information to natural persons operating in the name and on behalf of suppliers, customers, partners in various activities, or other subjects involved in activities and initiatives of the Federation, in accordance with Article 13 of GDPR 679/16 – the "European Regulation on the protection of personal data" and national legislation regarding data protection.

1. Data Subject to Processing

The personal data processed by the Federation are identification and contact details normally provided by the data subject on the occasion of:

- Visits to the offices, phone calls, or electronic messages
- Requests for information regarding activities and events, via telephone or Internet, directly or through project partners;
- Participation in conferences, information days, training courses, and workshops organized by Fast and/or sometimes organized by Fast in collaboration with related entities (a specific policy is available for this activity)
- Booking of rooms, exhibition spaces, and any accessory services;
- Transmissions and transactions subsequent to the order for the supply of purchased or provided services;
- Contacts via the website www.fast.mi.it

2. Purposes of Processing

The personal data of natural persons operating in the name and on behalf of suppliers and customers, partners, and other subjects are processed in order to:

- Send direct communications to the person or general newsletters via telephone, mobile phone, SMS, e-mail, fax, paper mail, etc.;
- Formulate requests of any kind or process requests received;
- Exchange information aimed at the execution of a contractual relationship;
- Fulfill obligations under laws, regulations, or EU legislation, as well as to comply with orders issued by public Authorities legitimately entitled to do so or by supervisory and control bodies to which the Federation is subject;
- Manage the presence of customers, suppliers, partners, and other subjects at the Fast headquarters or at the venue where events organized by Fast take place;
- Organize the booking of rooms and exhibition spaces and any accessory services;
- For ancillary purposes such as "News Alerts" via email or SMS.

The data subject may refuse to provide the Controller with his/her personal data; however, providing such data is necessary for the proper and efficient management of the contractual relationship with suppliers, customers, partners, and other subjects involved in activities. Therefore, any refusal to provide data may compromise the contractual relationship in whole or in part.

For some specific processing activities, targeted information notices and any requests for consent are provided, detailing the consequences of any refusal to provide data.

3. Legal Basis

Processing is necessary for the performance of a contract to which the data subject is party, pursuant to Article 6(1)(b) of the GDPR, or for compliance with a legal obligation pursuant to Article 6(1)(c) of the GDPR, or to process requests from data subjects.

4. Methods of Processing

The data of data subjects are processed in compliance with the principles of lawfulness, fairness, and transparency, using manual or automated tools, including entry into databases, lists, and registers suitable for storing, managing, and transmitting data, in the manners and within the limits necessary to pursue the aforementioned purposes.

FAST has implemented adequate security measures to protect the data of natural persons operating in the name and on behalf of suppliers, customers, partners, and other subjects, including, for example: Firewall, paid antivirus, anti-ransomware, encrypted backups, retention timers.

Data are processed exclusively by persons authorized to process them within FAST, in relation to the purpose of processing. The data are not subject to automated decision-making or profiling.

5. Recipients of Data

The personal data processed by FAST are never disseminated or transmitted to third parties, meaning they are not disclosed to undetermined parties in any possible form, including making them available or simply accessible. However, they may be communicated to FAST employees and authorized personnel as well as certain external parties collaborating with them, always in compliance with the indicated purposes. Specifically, these are employees or collaborators who, based on their roles and work duties, are authorized to process personal data, trained to do so within the limits of their competence and in accordance with the instructions given to them by the Controller. Furthermore, data may be communicated, within strictly necessary limits, to subjects who, for the purpose of processing our orders or requests for information and quotations or formulation of offers, services, etc., must supply goods and/or carry out our assignments. Data may be accessed (for the purpose of software application support, IT networks, and connectivity) by our authorized technicians, external consultants, or personnel of companies providing such services. Finally, data may be communicated to subjects authorized to access them by virtue of legal provisions, regulations, or EU norms. The updated list of data processors, where required, is available at the FAST headquarters.

6. Data Transfer

FAST does not transfer personal data to Third Countries or international organizations.

7. Data Retention

The Data Controller retains and processes personal data for the time necessary to fulfill the indicated purposes. Subsequently, personal data will be retained and no longer processed, as documented in our Processing Register. The retention period may vary significantly based on: purposes, type of data processed, legal obligations; in cases where data are processed within the scope of a funded project, retention times may be subject to the requirements of the funding body's call.

When it is no longer necessary to retain personal data, they will be deleted, de-indexed, or securely destroyed in accordance with our rules.

Regarding the sending of newsletters and information related to the cultural and training activities of the Federation, the email addresses of recipients stored in the Fast address book as described above are always deleted following a request by the data subjects.

8. Rights of the Data Subject

Pursuant to Articles 15 to 22 of the GDPR, the data subject may exercise the following rights:

- a) Request confirmation as to whether or not personal data concerning him or her exist;
- b) Obtain information about the purposes of processing, the categories of personal data, the recipients or categories of recipients to whom the personal data have been or will be disclosed and, where possible, the retention period;
- c) Obtain the rectification and erasure of data;
- d) Obtain restriction of processing;
- e) (Where applicable) Obtain data portability, i.e., receive them from a data controller in a structured, commonly used, and machine-readable format and transmit them to another data controller without hindrance;
- f) Object to processing at any time, including processing for direct marketing purposes;
- g) Object to automated decision-making concerning natural persons, including profiling;
- h) Request the data controller to access personal data and to rectify or erase them or restrict processing concerning the data subject, or to object to their processing, as well as the right to data portability;
- i) Withdraw consent at any time without affecting the lawfulness of processing based on consent given before withdrawal.

These rights, where applicable, may be exercised by the data subject by writing to FAST-Data Protection Contact using the following contact details: FAST, attn: Data Protection Contact, Piazzale Morandi 2, 20121 Milan – fast@fast.mi.it, specifying the subject of the request, the right the data subject intends to exercise, and attaching a photocopy of an identification document to attest to the legitimacy of the request.

9. Lodging a Complaint

The data subject has the right to lodge a complaint with the supervisory authority of the state of residence. For more information on the right to lodge a complaint, please visit the following webpage: [Modello di reclamo - Garante Privacy](#).

10. Request for Clarifications

In case of doubts, requests for clarification, or any other matters concerning the processing of personal data, the data subject may contact us by sending an email to: fast@fast.mi.it.

This policy is updated as of November 12, 2018.