

# Information sheet on the handling of personal data (as set forth in art. 13 of Legislative Decree No. 196 of June 30th 2003)

This information is given in accordance with article 13 of Legislative Decree No. 196/2003 - "Codice in materia di protezione dei dati personali" (as follows: Data Protection Code).

## Scope of the procedures

The personal data provided by the user are used, with the person's consent if necessary, for the following purposes:

- a. to respond to the requests sent by filling out the "Your Inquiry" sheet included in the "Contact Us" section of the website https://www.bbt-se.com/en/information/contact-us/;
- b. to follow up on requests for "Construction site visits" that can be found in the "Contact Us" section of the website https://www.bbt-se.com/en/visitors/construction-site-visits/;
- c. to comply with any legal requirements;

### Willing supply of data

The free, explicit and voluntary giving out of an e-mail address to the addresses listed on the site involves the subsequent collection of the sender's address, needed to answer the inquiry, and of any other personal data included in the inquiry. Data transmission is never obligatory. However, not transmitting the requested data will make it impossible to avail oneself of the service required.

### Data management methods

Personal data are processed automatically and are handled only for the time required to complete the purposes for which they have been collected. Specific security measures are observed to avoid data loss, illicit or improper use and unauthorized access.

### Communication and disclosure of data

Besides the necessary compliance with legal requirements, data may be shared with subjects carrying out activities that are strictly linked or functional to the proper provision of the service, and who have been properly named to such a function in writing as prescribed by art. 29 of the Data Protection Code.

### Cookies

Normal navigation through our web pages requires the installation of potentially third-party cookies. This configuration is due to the normal functions of the website and allows us to offer you a better navigation experience.

### Data subjects' rights

The data subject has the rights pursuant to art. 7 of Legislative Decree 196/03, including the right to receive the confirmation that personal data on them are being held, to see the information in intelligible form, to be informed as to the methods and purposes for the management of the data, to request the update, the integration or correction, the deletion or anonymisation of the data, in case of legal violations and refuse or withdraw consent for the management of the data.

To exercise these rights, the data subject should communicate with the data controller.

In order to simplify request procedures and reduce response times, we ask you to present the above mentioned requests to BBT SE's offices in Piazza Stazione 1 Bolzano (BZ) - Italia, either in writing or by coming directly to the offices.

The data controller is BBT SE, headquartered in Piazza Stazione 1 Bolzano (BZ) - Italia.

Seite / Pag. 1/1

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