

**Fiera Milano Congressi S.p.A.**

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Sole Shareholder Fiera Milano S.p.A.

Management and coordination of Fiera Milano S.p.A.

**Registered office:**

Piazzale Carlo Magno no. 1,

20149 Milan, Italy

**Share Capital**

euro 2,000,000.00

Milan **Company Register**, P.I. n. 11292010151

**REA** MI n. 1452160

## **PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA PURSUANT TO ARTICLE 13 OF THE GDPR**

In compliance with Article 13 of Regulation (EU) 2016/679 ("**GDPR**"), Fiera Milano Congressi S.p.A. ("**FMC**"), as Data Controller, hereby informs you that the personal data you provide by filling in the form, available on the website <https://www.micomilano.it/en/accessibility>, relating to the accompaniment and assistance service for persons with accessibility needs within the scope of the events/congresses organised at the FMC congress centre (the "**Service**") will be processed in compliance with applicable legislation, including the GDPR, in the manner and for the purposes described below in this information notice (the "**Privacy Notice**").

### **1. Contact details of the Data Controller**

The Data Controller is Fiera Milano Congressi S.p.A. ("**Data Controller**" or "**FMC**" or the "**Company**") with registered office in Milan, Piazzale Carlo Magno no. 1, 20149. You may contact the Data Controller by email at [gdpr@fieramilanocongressi.it](mailto:gdpr@fieramilanocongressi.it) or by post at the above address.

### **2. Types of personal data**

The Company processes the following types of personal data collected through the *form*

- identification and contact data (such as, name, surname, e-mail address, telephone number);
- data relating to your presence at the event (such as, day and time of arrival, events/workshops/activities of your interest);
- data relating to the type of accompaniment and/or assistance requested as well as any special requirements.

Please note that the Service provided consists of a courtesy accompaniment, logistical support and constant presence during the time requested, according to your specific requests, but does not in any way constitute a service of a medical nature.

For this reason, the Data Controller invites you not to provide any personal data that could reveal any condition of disability, state of health and/or disease.

Should you provide personal data that could reveal your state of health, the Company will not process such data and delete it immediately, as it is not relevant or necessary for the provision of the requested Service.

### **3. Purpose and legal basis of processing**

Your personal data is collected and processed for the sole purpose of following up your request for accompaniment and assistance received via the form available online and providing the relative Service in accordance with your specific requests.

FMC processes this data on the basis of the execution of pre-contractual measures taken at your request, pursuant to Article 6(1)(b) of the GDPR.

### **4. Processing methods**

Personal data is processed for the purposes set out above, in accordance with the provisions of Article 5 of the GDPR, both on paper and computer, as well as by means of electronic or otherwise automated tools.

Processing is carried out directly by FMC, in its capacity as Data Controller, by its employees and collaborators who have been authorised to carry out personal data processing operations connected with the contractual relationship and have been instructed to do so, as well as by external parties who, on behalf of the same Company, carry out services of various kinds as better specified in paragraph 7 below.

Your personal data will not be transferred outside the European Union and/or the European Economic Area ("EEA").

### **5. Nature of data conferment and consequences of refusal**

For the purpose referred to in paragraph 3, the communication of data is optional and voluntary but necessary for the correct execution of the Service. Failure to provide data may make it impossible to provide the Service in accordance with your specific requests.

### **6. Personal data retention period**

Your personal data will be kept for the time strictly necessary to provide you with the Service and, in any case, only for the duration of the event/congress in which you take part.

Your data will not be stored and/or archived in any of the Data Controller's systems.

## **7. Recipients of personal data**

Within the scope of the purpose indicated in paragraph 3, your personal data may be communicated to the following categories of recipients who, by reason of the activities performed, may act as data processors of the Data Controller or as autonomous data controllers. The full list of these subjects or categories of subjects is available at the Data Controller's offices.

- companies that provide the escort and assistance Service;
- companies and professionals that the Data Controller uses to fulfil its obligations for the execution of the contract or the law or in order to protect its own rights (e.g. accountants, lawyers, tax consultants, auditors, consultants in auditing or due diligence operations, etc.)
- technical management companies of computer networks and systems;
- public bodies;
- judges and courts, by reason of any request or within the framework of a trial;
- public authorities authorised by law, in the event of audits, checks and/or inspections.

Your personal data will not be disseminated.

## **8. Rights of the data subject**

You have the right to exercise at any time the rights recognised by Articles 15-21 GDPR, as briefly summarised below:

- **Right of access:** you may request information regarding our processing of your data or confirmation that the Data Controller processes your personal data. In this case, you may ask us to provide you with a copy of your data and to verify what data we hold about you.
- **Right of rectification:** you have the right to request us to rectify your personal data if it is incorrect, including the right to request the integration of incomplete personal data.
- **Right to erasure:** you have the right to request us to erase the data (or any part of it) you have provided to us, including data that does not need to be kept in relation to the purposes for which the data was collected or otherwise processed.
- **Right of restriction of processing:** you may request us to restrict the processing of your personal data where we are required to do so by law.
- **Right to object:** you may object to the processing of your personal data, subject to the existence of an overriding legitimate ground for such processing.

- *Right to portability*: you may obtain from the Company, in a structured, commonly used and machine-readable format, the personal data that you have communicated to us, for the purpose of transmitting them to another party. This right applies in the event that the Company processes such data by automated means, on the basis of consent or for the purpose of providing services.
- *Revocation of consent*: if the processing is based on consent, you may revoke it at any time, without prejudice to the lawfulness of the processing carried out before said revocation.
- *Right to lodge a complaint with the Control Authority*: without prejudice to any other administrative or jurisdictional recourse, you have the right to lodge a complaint with the competent Control Authority if you believe that the processing violates the legislation in force on the protection of personal data.

Any requests made to exercise your rights may be forwarded to the Data Controller by writing to the e-mail address indicated in paragraph 1 of this Privacy Notice.