



WWW.XENIAGLOBAL.IT

LEGAL NOTES AND PRIVACY POLICY

Version updated to GDPR 2016/679

Vers. 1/2019



> INTRODUCTION

The purpose of the Legal Notice and of the Privacy Policy is to ensure that the User can, in full transparency, verify the processing of his/her data online, aware of the importance of resorting to a company that is accustomed to safeguarding the rights of Users diligently and ensuring compliance with applicable legislative and regulatory provisions. The text below is in compliance with the recent provisions contained in European Directives and in the Italian Data Protection Authority Measure of June 2014. La XENIA S.r.l., as the Data Controller for company data and as the domain and website owner, provides Users who connect to [www.xeniaglobal .it](http://www.xeniaglobal.it) with rules for the correct and authorised use of photographs, images, text and any other document published here. These Legal Notes are divided into different sections that identify the existing regulatory fields defined by this company. The term *"Company Data"* refers in this context to any type of information that is processed, acquired, known, communicated and extracted in the pages of the website www.xeniaglobal.it, excluding information from links to other websites. Note that this company may review and supplement the material below whenever the conditions for doing so are met; in this context, and for purposes of transparency towards the User, the introductory cover will indicate the number corresponding to the current version (*currently corresponding to version 1.0*). The textual content of the Legal Notes also describes the User's browsing rights as regulated both by the Privacy Code and by subsequent laws, thus bringing together in one place the existing types of safeguards applicable to the cases that concern us.



> SAFEGUARDING THE TRADEMARK AND INTELLECTUAL PROPERTY RIGHTS

XENIA S.r.l. is not only the name of the company in question, but also its trademark. With the advent of the new Industrial Property Code (Legislative Decree 30/2005), lawmakers have extended legal protection also to the domain. The new legislative provision, in fact, protects the domain name against acts of counterfeiting and usurpation of rights by third parties, by providing for legal proceedings, also at the interim level. More specifically, Article 133 of the Italian Intellectual Property Code (CPI) authorises the courts to grant an injunction restraining the illegitimate use or provisional transfer of a registered domain, subject (as required) to the requirement for the party seeking the order to lodge a suitable guarantee deposit. In view of the foregoing, the website and its content are owned exclusively by the proprietor company, which reserves the right to grant user rights to third parties as it sees fit. Any copying, downloading or reproduction, in whole or in part, of the content published on this website is absolutely forbidden, unless permitted by specific exemption. The User is authorised, therefore, only to view the website and also to reproduce the content thereof - exclusively for purposes other than economic gain - if the reproductions in question are temporary or secondary in nature and are an integral and essential part of said viewing of the website www.xeniaglobal.it and of its content, and any other browsing processes carried out for exclusively legitimate purposes. Copyright protections apply exclusively in respect of this website.

Regarding the regulation of **links**, note that there are currently no links to other websites inside the website www.xeniaglobal.it. In the event that links to external websites will be included in the future, XENIA S.r.l. shall neither control nor monitor those websites and their contents, and cannot therefore be held liable for the content of those websites and for the associated rules adopted by them also in relation to the data protection and personal data processing of the User's data while browsing. The undersigned party considers "**surface linking**" to be legitimate: this refers to the classic link by which the visitor is transferred to the homepage of another website;



"**deep linking**" and "**framing**", however, can lead to liability on the basis of copyright infringement and unfair competition respectively.

> *TRANSPARENCY AND COMPLETENESS OF INFORMATION*

XENIA S.r.l. guarantees fully-informative, complete, transparent and accurate communications with all those with whom it interacts. The information provided complies with the standards of clarity and truth dictated by provisions on transparency towards the Customer, and in full compliance with consumer protection principles. The website is currently available in Italian, English and Spanish.

> *CONFIDENTIALITY OF INFORMATION*

XENIA S.r.l. gives effect to the key importance of data security and confidentiality by fine-tuning specific internal control programs and well-defined policies. Data security measures are implemented in case of electronic as well as hardcopy data management.

> *PRIVACY POLICY*

The procedures for administering the website for the purposes of processing the personal data of Users who consult it, are described on this page. A privacy notice is provided pursuant to the GDPR 2016/679, as amended, to individuals who interact with the XENIA S.r.l. website. The privacy notice is provided only in respect of the website www.xeniaglobal.it, and not for any other websites that the User accesses using links. The privacy notice is also based on the provisions of Recommendation No. 2/2001 which the European data protection authorities - united in the Group established by Art. 29 of the Directive 95/46/EC - adopted on 17 May 2001 to identify certain minimum requirements for the collection of personal data online and, in particular, the procedures, timeframes and nature of the information that data controllers must provide to Users who connect to web pages, regardless of the purpose of the connection, together with the provisions of European Directives and of Italian regulatory provisions on data security.



The information contained on the website, moreover, also respects the conformity requirements imposed by other regulatory provisions, and have been updated in conformity with Law No. 88 of 7 July 2009, as the implementing provision of the European Community tax law of 2008.

> **THE MEANING OF "CLIENT DATA"**

The term "*Client data*" in this context, means the entire set of information and data freely issued by the existing or potential User-client in the appropriate sections of the website www.xeniaglobal.it. Such information and data also include a number of identifying elements related to ordinary email addresses that are of legal value, mobile phone and home numbers that are necessary in order to obtain the Customer's interest. Note that the only type of information and data acquired are those contained in the corresponding sections of this corporate website, and that data other than that published online are not processed and stored.

TYPES OF DATA

The following are among the types of Personal Data gathered by this Application independently or through third parties:

- First and last name,
- Telephone number,
- Email address,
- Address,
- City,
- Province,
- Country,
- Website,
- Cookies,
- Usage Data,
- IP Address,
- Localisation.



> **DATA CONTROLLER**

For the purposes of the principles of transparency and correctness enshrined in the Privacy Code, the data control function is attributable directly to XENIA S.r.l., whose full data are given on the home page. The domain is owned by the same data controller to whom it is officially registered.

> **PLACE OF THE DATA PROCESSING**

The data processing operations associated with the web services of this website take place at the registered office situated in Piazza della Repubblica n. 28, 20124 Milan (MI) and are handled by the data controller and by the company appointed to make certain updates. For transparency purposes, note that the domain is supported by an external provider responsible for operation and security and that, in the event of infringement, the provider will be liable in accordance with specific industry standards.

> **TYPES OF DATA PROCESSED**

Browsing data

Computer systems and software procedures that serve to keep the website operational collect certain personal information during normal operation, whose transmission is implicit in the use of Internet communication protocols. This category includes IP addresses or the domain names of computers used by Users who connect to the site, addresses in URI (Uniform Resource Identifier) notation of requested resources, the numerical code indicating the response status from the server (successful, error, etc.) and other parameters related to the User's operating system and computer environment. Such data could be used for ascertaining liability in the event of computer crimes committed to the detriment of the website.



Data provided voluntarily by the User

The optional, explicit and voluntary transmission of e-mails to the addresses indicated on this website will mean that the sender's email address will be subsequently acquired, which is necessary in order to respond to requests, as well as any other personal data included in the message. The information, however, is common personal information within the meaning of the GDPR 2016/679, processed exclusively by the data controller in hard copy or electronic form. The data processing operations on such data are carried out to facilitate replies to information highlighted by Users and to enable the product to be sold, and the data are not disclosed or disseminated to third parties in any manner. In relation to the preservation of such data, note that they are held only for such time as required in order to fulfil those purposes, and the data are deleted thereafter. Note that in case of dealings with the User, we will be responsible for requesting the User's consent to use his/her email address for purposes of commercial communications and/or information in general. The information issued is acquired and managed exclusively by this company in compliance with the principles of integrity and data confidentiality.

> COOKIES

In compliance with the Italian Data Protection Authority Measure of 14 June 2014, note that this website contains technical cookies or navigation cookies, analytics cookies and functionality cookies. No personal User data is acquired from the website. No use is made of cookies to transmit information of a personal nature, nor are so-called "persistent cookies" of any kind used, or User tracking systems. The use of "session cookies" (which are not stored permanently on the User's computer and disappear once the browser is closed) is strictly limited to the transmission of session identifiers (consisting of random numbers generated by the server) which are necessary to ensure safe and efficient browsing of the website.



The cookie setting is entrusted to the Webmaster appointed by the company, and the xeniaglobal.it domain resides on the server farm of an external provider of EU nationality.

> **OPTIONAL NATURE OF THE DATA PROVISION**

Apart from specific provisions applicable to navigation data, the User is free to provide personal data by filling out the appropriate forms to request information or for other communications. Note, for purposes of completeness, that in a number of cases (not ordinarily managed by this site) the Authority may request information and data pursuant to Article 156 of Legislative Decree 196/2003, in order to monitor personal data processing operations; in such cases a response is mandatory, failing which administrative sanctions will apply.

> **RIGHTS OF DATA SUBJECTS**

Each data subject is entitled at any time to obtain confirmation of the existence of personal data and to know their content and origin, to verify their accuracy or to request them to be supplemented or updated, or corrected (Art. 7 of the GDPR Decree 2016/679); each User is also entitled to revoke his/her consent previously given for information or marketing purposes. The right exists under the same article to request the deletion, anonymisation or blocking of data processed in violation of law and, in any case, to object for legitimate reasons to the processing of such data. Data subjects are entitled at any time:

- To receive confirmation or otherwise of the existence of such data;
- To know the content and origin of such data;
- To verify the accuracy of such data;
- To request such data to be supplemented, updated or corrected (Art. 7 of the GDPR 2016/679);
- To have such data deleted or anonymized;
- To have such data blocked or to oppose the processing thereof for legitimate reasons.

Requests should be sent by email to: xeniaglobal@xeniaglobal.it



- **RIGHT TO BE 'FORGOTTEN'**

The Company respects the User's entitlement to be forgotten or to have information that is of no public importance (based on content and time elapsed since browsing xxx tempo trascorso dalla navigazione) deleted from search engine indexes. If the request is accepted for cancellation of the data from search engine indexes, any person can challenge this in the courts in order to safeguard the public interest in the information in question.

- **DATA RETENTION PERIOD**

- Data are processed and kept for the time required for the purposes for which they were collected.

Therefore:

- Personal Data collected for purposes associated with our activities, and in relation to which the User has freely expressed an interest, will be kept until the services requested have been fully implemented.
- Personal Data collected for purposes associated with the legitimate interest of the Data Controller will be kept until that interest is satisfied.

The User may obtain additional information in relation to the Data Controller's legitimate interest by consulting the relevant sections of this document, or by contacting the Data Controller.

- When the data processing is based on the User's consent, the Data Controller can keep the Personal Data for a longer time period until the consent is withdrawn.

In addition, the Data Controller may be obligated to keep the Personal Data for a longer period of time for purposes of compliance with a legal obligation or order of an authority.

- At the end of the storage period the Personal Data will be deleted. Therefore the entitlement to access, delete and correct the Data as well as data portability rights will longer be exercisable upon the expiry of this deadline.



- The only data that must be kept for 10 years - once the contractual relationship has ended or a cancellation request has been made - are data contained in sales invoices for purposes associated with tax provisions, and also data contained in commercial communications (transmitted in hardcopy form or by email or certified electronic mail) to facilitate compliance with the provisions of the Italian Civil Code (Article 2214) on commercial communications (for at most 10 years).

• TRACKING SYSTEM LOGS

For requirements associated with the operation and maintenance of these websites and any third-party services used, they may collect system logs i.e. files that record interactions and may also contain personal data e.g the User IP address and the date/time.

• SOCIAL LINKS

This website has links to social pages that enable information to be obtained using the User's social accounts.

The User's basic information normally includes the following data:

- ID,
- name, image,
- gender and language of localisation.

• RIGHT TO IDENTITY

The Company safeguards the User's digital identity by implementing specific policies. The User is only required to supply information (on the appropriate website form) that is strictly necessary to implementing the purposes for which it is supplied.

In accordance with obligations of transparency towards Users, note that this policy may be periodically reviewed in order to safeguard the entitlement of each data subject *to have his/her data properly managed.*

XENIA SRL