

**Privacy disclosure**  
**pursuant to EU Regulation 2016/679 on personal data protection (article 13 and following)**  
**in the area of "Accessibility Reports"**

Poste Italiane S.p.A. (hereinafter "Poste"), with registered office in Rome, at viale Europa 190, as Data Controller, in full compliance with the provisions laid down by EU Regulation 2016/679 - the General Data Protection Regulation (hereinafter the "GDPR") and Legislative Decree no. 196 of 30 June 2003, as amended and supplemented by Legislative Decree no. 101 of 10 August 2018, the applicable data protection legislation, wishes to provide clear and simple guidance on how to process your personal data released for the purposes of "accessibility reports".

**Persons authorised to process personal data**

In order to carry out certain activities instrumental to the execution of the requested response, or in relation to legal obligations and in any case in compliance with personal data protection legislation, Poste Italiane S.p.A. may appoint external data processors (third parties who process personal data on behalf of Poste Italiane).

The appointed parties are the employees of Poste Italiane S.p.A. and equivalent individuals, materially engaged in the processing of personal data and authorised by the Data Controller, directly or through their proxies.

In addition, no express consent is needed for Poste Italiane S.p.A. to be authorised to disclose your personal data to the following categories of entities:

- parties active, for instance, in the domain of electronic systems, support and quality;
- parties to whom such disclosure must be given to fulfil obligations set out by national and European Union legislation as well as by instructions given by Supervisory and Control Bodies.

For administrative and bookkeeping purposes, and without requiring your prior consent, Poste Italiane S.p.A. may convey personal data to the affiliated companies of Poste Italiane Group. Such processing is connected with the performance of organisational, administrative, financial and accounting activities, regardless of the nature of the data processed.

**Data Protection Officer**

The Data Protection Officer (DPO) is responsible for personal data protection and is designated by the Data Controller to perform the functions expressly set out by the European Data Protection Regulation. The DPO is available at the Poste Italiane Data Protection Manager office, Viale Europa 175 00144 Rome, e-mail: [ufficiorpd@posteitaliane.it](mailto:ufficiorpd@posteitaliane.it).

**Source of personal data**

The personal data that Poste Italiane S.p.A. processes has been provided by you by means of the "notice of accessibility" communication. This communication must contain the following personal data: name and surname as well as e-mail address and/or telephone number, the channels chosen by you for contact purposes.

**Legal basis and purpose of processing**

Poste Italiane S.p.A. processes your personal data in compliance with a legal obligation (Law no. 4 of 9 January 2004 - Enactment 1/2/2004/ Last update published on 31/12/2021) as well as to fulfil your specific request for contact aimed at obtaining support in the provision of a service and/or product.

For these purposes, the provision of your data is necessary; without it, it will not be possible to process your request for contact using the channels you have indicated (e-mail address and/or telephone contact).

**Processing methods and storage times**

Your personal data will be processed in such a way as to guarantee adequate security and confidentiality

and to prevent unauthorized access or use of personal data.

Therefore, your personal data will be processed and stored in full compliance with the principles of necessity, data minimization and storage period limitation, through the adoption of technical and organizational measures appropriate to the level of risk of processing and for a period of time not exceeding the achievement of the purposes for which it is processed, or the time strictly necessary to handle and respond to the communication received, in any case for the period provided for by law.

### **Rights of the data subject**

You have the right to obtain from Poste access to information concerning you (purpose of processing, categories of personal data, recipients or categories of recipients to whom the personal data has been or will be communicated, etc.). You also have the right to object to the processing of your personal data as well as to obtain the rectification, supplementation, restriction and erasure of your personal data.

The Data Processor is the *pro-tempore* Manager of the DTO/CO/SAC Department of Poste Italiane SpA, whom you may contact to exercise your rights by e-mailing [accessibilita@posteitaliane.it](mailto:accessibilita@posteitaliane.it).

### **Right to lodge a complaint**

If you believe that the processing carried out by Poste may have violated the rules of the European Regulation on personal data protection, you have the right to file a complaint with the Personal Data Protection Authority pursuant to article 77 of Regulation 2016/679/EU.

### **Transfer of personal data to a third country**

The processing of personal data released for the above-mentioned purposes does not involve any transfer to "third" countries outside the EU.