

## **PRIVACY POLICY**

### **I - INFORMATION CONCERNING PRIVACY POLICY OF WEBSITE**

1. This section contains information about **MEI SRL** data processing management of **MEI SRL** users' data.
2. This information memo should be considered valid for the purposes of Article 13 of EU Regulation no. 2016/679 and the relevant national legislation on the protection of individuals with regard to the processing of personal data and the free movement of such data, for those who interact with MEI SRL and may be accessed at the home page:

**[www.casamei.com](http://www.casamei.com)**

3. This information memo is provided exclusively for **MEI SRL** and not for other websites that may be consulted by the user via links contained therein.
4. The purpose of this document is to provide information about the methods, timing and nature of the information that data controllers must provide to users when connecting to the **MEI SRL** web pages, regardless of the purposes of the connection itself, according to the Italian and European legislations.
5. The information memo may be changed due to the introduction of new regulations therefore the user is invited to periodically check this page.
6. According to Article 8, c.1 of EU Regulation no. 2016/679 in case of in case of under 16 age, consent must be legitimized through approval of parent or legal guardian.

### **II – DATA PROCESSING**

#### **1 – Owner of the data**

1. Owner of the data collected, is the natural or legal person, public authority, agency or other which alone or jointly, determine the purposed and the means of personal data processing. Also involved in security profiles.
2. In relation to this website the owner of the data is: the Legal representative pro tempore of MEI SRL. For any clarification or procedures for exercising the rights, user could contact him mailing to [info@casamei.com](mailto:info@casamei.com)

## **2- Responsible for data processing**

- 1.Responsible for data processing is the natural or legal person, public authority, agency or other that manage personal data on behalf of owner of the data collected.
- 2.According to Article 28 of EU Regulation no. 2016/679, owner of the data collected appointed as responsible for data processing of the website [www.casamei.com](http://www.casamei.com): the Owner of the data collected.

## **3 – Location of data processing**

1. Data processing collected on website [www.casamei.com](http://www.casamei.com) is located in MEI SRL, with offices in Via Italia 34, 31020 San Vendemiano (Tv), VAT number 02321440261.
2. Where necessary, data related to newsletter service could be processed by responsible of data processing or commissioned third part for that purpose at its headquarters.

## **III – COOKIES**

### **1 – Type of cookies**

1. The website [www.casamei.com](http://www.casamei.com) uses cookies to make user's browser experience easier and more intuitive: the cookies are small text strings used to store some information that may concern the user, his preferences or the device used (computer, tablet or phone) and they are mainly used to manage the operation of the website to the user's expectation, offering a more personalized browsing experience and to memorize choices made previously.
2. A cookie consists of a reduced set of data transferred to the user's browser from a web server and it can only be read by the server that made the transfer. This is not executable code and does not transmit viruses.
3. Cookies do not record any personal information and any identifiable data will not be stored. If you want, you can prevent the saving of some or all cookies. However, in this case the use of website and the services offered could be compromised. To proceed without changing the options related to cookies simply continue browsing.

This website uses the following cookie categories:

### **2 – Technical cookies**

1. There are many technologies used to store information on your computer, which are then collected from the sites. Among these, the best known and most used is HTML cookies. They are used for navigation and to facilitate access and use of the site by the user.
2. They are necessary for the transmission of communications on the electronic network or to the supplier to provide the service requested by the customer. The settings for managing or

disabling cookies may vary depending on your internet browser. In any case, the user can manage or request the general deactivation or cancellation of cookies by changing the settings of his internet browser. Such deactivation may slow down or prevent access to specific parts of the site.

3. The use of technical cookies allows a safe and efficient use of the site.

4. Cookies, that are placed in the browser and re-sent through Google Analytics or through the Blogger Statistics service or similar, are technical only if used to optimize the site directly from the site owner, who can collect information in aggregated form on the number of users and how they visit the site. Under these conditions, the same information and consent rules apply to analytic cookies as to technical cookies.

5. From the duration point of view, we can distinguish temporary session cookies that are automatically deleted at the end of the browsing session and are used to identify the user and thus avoid the login to each page visited and the permanent ones, that remain active in the PC until expiration or cancellation by the user.

6. In order to allow access and permanence in the reserved area of the portal as an authenticated user, session cookies may be installed.

7. They are not stored permanently but only while surfing until the browser is closed and disappear when the browser is closed. The use of duration cookies is strictly limited to the transmission of session identifiers, consisting of random numbers generated by the server that are necessary for the safe and efficient exploration of the site.

### **3 - Third-party cookies**

1. In relation to the source, a distinction is made between cookies sent to the browser directly from the site visited and those of third parties sent to the computer by other sites and not from the one personally visited.

2. Permanent cookies are often third-party cookies.

3. Most of third-party cookies are tracking cookies, used to identify online behavior, understand personal interests and then customize advertising proposals for users.

4. Third-party analytical cookies are used to collect information on user behavior.

5. The third-party profiling cookies are used to create new profiles related to users, in order to display advertising messages in line with the choices expressed by users.

6. The use of these cookies is governed by rules set forth by the third parties themselves, therefore users are invited to read privacy policies and instructions to manage or disable cookies published on the relative web pages.

### **4 – Profiling cookies**

1. Profiling cookies are those used to create user profiles and are used to send advertising messages in line with the preferences expressed while browsing online.

2. When these types of cookies are being used, the user must give explicit consent.

3. Article 22 of EU Regulation 2016/679 and Article 122 of the Data Protection Code will apply.

## **IV – DATA COLLECTED**

### **1 – Processing of personal data**

1. Like all web sites, this site makes use of log files in which collected information is stored automatically during the user's visit. The information gathered could be the following:

- Internet Protocol (IP) address;
- Browser type and parameters of the device used to connect to the site;
- Name of the Internet service provider (ISP);
- Date and time of visit;
- Web page of origin of the visitor (referral) and of output;
- Number of clicks.

2. The above information is processed automatically and collected exclusively in aggregate and pseudonymized form in order to verify the proper functioning of the site and for security reasons; such information will be processed according to the legitimate interests of the data controller.

3. For security purposes (spam filters, firewalls, virus detection), automatically recorded data may also include personal data such as the IP address, which may be used in accordance with applicable laws, in order to block attempts to damage the site itself or cause damage to other users, or otherwise harmful activities or activities which constitute a crime. These data are never used for identification or user profiling, but only in order to protect the site and its users; such information is processed according to the legitimate interests of the data controller.

4. In the case of specific services requested by the user, the site detects and records some personal identifiers, such as email addresses. Such data are intended to be provided voluntarily by the user at the time of the request of delivery of the service (inquiry). By submitting an inquiry, the user accepts the privacy policy and consents that the content entered be freely given to third parties for the purposes expressed. The data received will be used exclusively to provide the requested service and only for the time necessary for the provision of the service.

5. The information that users of the site understand to make public through the services and tools made available to them, is provided by the user knowingly and voluntarily, by exempting this site from any liability concerning possible violations of laws. It is the user's responsibility to ensure they have permission to enter personal data of third parties or content protected by national and international regulations.

### **2 – Purposes of processing of personal data**

1. The data received will be used exclusively to provide above and those purposes:

***Execution of contracts, fulfillment of requests and provision of the services requested by you, as well as for the fulfillment of obligations established by national and / or EU laws and regulations, as well as for sending newsletters and promotional material.***

2. The data received will be kept for the time necessary for the provision of the service and however not exceeding 2 years.
3. The data used for security purposes (blocking attempts to damage the website) are kept for the time strictly necessary to reach the end previously indicated.

### **3 - Data provided by the user**

1. In the case of specific services requested by the user, the site detects and records some personal identifiers, such as email addresses. Such data are intended to be provided voluntarily by the user at the time of the request of delivery of the service.
2. Specific summary information will be progressively reported or displayed on the site pages set up for particular services on request.

### **4 - Browser settings on using cookies**

1. The user can allow or not to install cookies on his device (computer). However, if you disable the use of cookies, some features of our site may not be available and usable by the user.
2. The settings related to this choice can be checked and modified using the configuration parameters of the Browser used:

- Internet Explorer: <http://windows.microsoft.com/en-us/windows-vista/block-or-allow-cookies>
- Firefox: <https://support.mozilla.org/en-us/kb/enable-and-disable-cookies-website-preferences>
- Safari: <http://www.apple.com/legal/privacy/it/>
- Chrome: <https://support.google.com/accounts/answer/61416?hl=it>
- Opera: <http://www.opera.com/help/tutorials/security/cookies/>

### **5 - Social Network Plugins**

1. This site also incorporates plugins and/or buttons to allow easy sharing of content on your favorite social networks. When you visit a page on our website that contains a plugin, your

browser connects directly to the social network servers where the plugin is loaded. These servers can track your visit to our website and, where appropriate, associate it to your social media account, especially if you are connected at the time of the visit, or if you recently browsed one of the websites containing social media plugins. If you do not want the social media network to register the data related to your visit to our website, you must sign out of your social media account and probably delete cookies that the social network has installed in your browser.

There are plugins with advanced functions installed on this site ensuring protection of the privacy of its Users, which do not send or access cookies on the User's browser upon opening the page, but only after clicking on the plugin.

2. The collection and use of information by such third parties are governed by their respective privacy policies to which you should kindly refer:

Facebook: <https://www.facebook.com/help/cookies>

Google+: <http://www.google.com/policies/technologies/cookies>

Instagram: [www.instagram.com/about/legal/terms/api/?hl=it](http://www.instagram.com/about/legal/terms/api/?hl=it)

## V. USER RIGHTS

1. The article 13, c.2, of EU Regulation 2016/679 lists the user's rights.

2. **MEI SRL** therefore intends to inform the user about the existence

- the right of the interested party to ask the holder for access to personal data (Article 15 of the EU Regulation), their updating (Article 7, paragraph 3, letter a) of Legislative Decree 196/2003), rectification (Article 16 of the EU Regulation), integration (Article 7, paragraph 3, letter a) of the Legislative Decree 196/2003) or the limitation of the processing that concerns it (Article 18 of the EU Regulation) or to oppose, for legitimate reasons, to their processing (Article 21 EU Regulation), in addition to the right to data portability (Article 20 EU Regulation);
- the right to request cancellation (Article 17 of the EU Regulation), the transformation into anonymous form or blocking of data processed in violation of the law, including those that do not need to be kept for the purposes for which the data were collected or subsequently processed (Article 7, paragraph 3, letter b) of Legislative Decree 196/2003);
- of the right to obtain the attestation that the operations of updating, rectification, integration of data, cancellation, blocking of data, transformation have been brought to the attention, also as regards their content, of those to whom the data are been communicated or disseminated, except in the case in which this fulfillment proves impossible or involves a use of means manifestly disproportionate to the protected right (Article 7, paragraph 3, letter c) of Legislative Decree no. 196/2003);

3. Requests can be sent to the data controller, without formalities or, alternatively, using the model provided by the Guarantor for the Protection of Personal Data, or by sending an email to: [info@casamei.com](mailto:info@casamei.com)

4. If the treatment is based on art. 6, paragraph 1, lett. a) – express consent to use – or on art. 9, paragraph 2, lett. a) – express consent to the use of genetic, biometric, health-related data, revealing religious beliefs, philosophical or union membership, revealing racial or ethnic origin, political opinions – the user has the right to revoke the consent at any time without prejudice to the lawfulness of the treatment based on the consent given prior to the revocation.

5. Likewise, in case of violation of the law, the user has the right to lodge a complaint with the Guarantor for the Protection of Personal Data, as the authority responsible for monitoring the processing in the Italian State.

6. For a more in-depth examination of the rights that compete with it, see articles 15 and ss. of the 2016/67 EU Regulation and the art. 7 of Legislative Decree 196/2003.

## **VI - DATA TRANSFER TO EXTRA UE COUNTRIES**

1. This site may share some of the data collected with services located outside the European Union. In particular with Google, Facebook and Microsoft (LinkedIn) through social plugins and the Google Analytics service. The transfer is authorized and strictly regulated by Article 45, paragraph 1 of EU Regulation 2016/679, for which no further consent is required. The companies mentioned above guarantee their adherence to the Privacy Shield.

2. Data will never be transferred to third countries that do not comply with the conditions set out in Article 45 e ss of the EU Regulation.

## **VII. SECURITY DATA SUPPLIED**

1. This site processes the data of users in a lawful and correct manner, adopting the appropriate security measures to prevent unauthorized access, disclosure, modification or unauthorized destruction of data. Processing is carried out using IT and / or telematic tools, with organizational methods and with logic strictly related to the purposes indicated.

2. In addition to the owner, in some cases, they may have access to the data categories of employees involved in the organization of the site (administrative, commercial, marketing, legal, system administrators) or external subjects (as suppliers of third party technical services, couriers, hosting providers, IT companies, communication agencies).

## VIII. CHANGES TO THIS DOCUMENT

1. This document published at:

**[www.casamei.com](http://www.casamei.com)**

constitutes the privacy policy of this site.

3. It may be subject to changes or updates. Users are invited to periodically consult this page to keep up to date with the latest legislative news.

4. The document was updated on 21/05/2018 to comply with the relevant regulations, and in particular in compliance with EU Regulation 2016/679.