



ITALIAN TRADE AGENCY

Houston Office

## **(GDPR) GENERAL AND PERSONAL DATA PROTECTION REGULATIONS**

Regulation (EU) 2016/679, art. 13

The processing of personal data is based on principles of lawfulness, correctness, and transparency to protect the fundamental rights and freedoms of individuals. This is how ITA operates in respect of general and personal data provided:

1. The data controller is the ITA – Italian Trade Agency (hereinafter only the ITA) which, in this specific case, operates through the Houston Office: 777 Post Oak Blvd, Ste #320, 77056 Houston TX USA
2. ITA has a personal data protection officer who, in case of questions or complaints, can be contacted at the following addresses: ICE - Agenzia per la promozione all'estero e l'internazionalizzazione delle imprese italiane- Via Liszt, 21 - 00144 Rome; e-mail: [privacy@ice.it](mailto:privacy@ice.it).
3. The personal data requested are necessary for the selection of the marketing officer to whom the service object of the contract will be entrusted.
4. The provision of data is an obligation under the Italian law and any refusal to provide the requested data will result in the exclusion from the selection procedure or from the assignment.
5. The treatment will be carried out manually or electronically by specifically appointed personnel.
6. The data will be communicated to the internal and external advisors of ITA. By signing this document, the interested party gives his consent to the communication of the aforementioned data also to the competent local authorities for verification purposes. In addition, the interested party gives permission to the publication of the main elements of the contract on the client's website in accordance with the Italian legislation on public contracts transparency.
7. The provided data will be digitally and physically stored for a minimum of 5 years starting from the moment of the termination of the contract, regardless of the reason of termination. This period is suspended in the event of a judicial proceeding being initiated.
8. The interested party may request access to their personal data and their correction. In these cases, the interested party must submit a specific request to the addresses indicated in point 1, informing the ITA data protection officer indicated in point 2.
9. If you believe that your rights have been violated, you can file a complaint to the data protection officer of ITA. Alternatively, you can contact the Guarantor for the protection of personal data (Piazza di Monte Citorio 121, 00186 Rome, tel. 0039 06 696771 (switchboard), e-mail: [garante@gpdp.it](mailto:garante@gpdp.it), pec: [protocol@pec.gpdp.it](mailto:protocol@pec.gpdp.it)) or the authorities.