



PRIVACY POLICY FOR VISITORS
ARTICLES 13 and 14 OF REGULATION (EU) 2016/679

Dear Mr/Mrs,

EU Regulation no. 679 of 27 April 2016 (hereinafter “the Regulation”) provides for the protection of individuals with regard to the processing of their personal data.

We therefore invite you to read the privacy policy below and to consent to the processing of your personal data, where required.

C.O.I.M. S.p.A. – CHIMICA ORGANICA INDUSTRIALE MILANESE - (hereinafter also the “**Company**”), in the course of its business activities has a strict policy for the security and confidentiality of the personal data of its own visitors and guests (hereinafter also “data subjects”). This data will therefore be processed lawfully and correctly, in conformity with the provisions of the Regulation.

Pursuant to Article 13 of the Regulation, the Company must provide you with specific information regarding the processing of your personal data and of special categories of your personal data, as a consequence of your access to the Company offices.

IDENTIFICATION PARTICULARS OF THE DATA CONTROLLER

The Data Controller of your personal data is the company C.O.I.M. S.p.A. - CHIMICA ORGANICA INDUSTRIALE MILANESE, with registered office in Buccinasco (MI), via Delle Azalee no. 19, and sub-offices/production sites in Offanengo (CR), via Ricengo no. 21/23, and in San Martino in Strada (LO), via privata Fabrizio De Andrè no. 24, VAT NUMBER 00798810156.

IDENTIFICATION PARTICULARS OF THE DATA PROTECTOR OFFICER (DPO)

The Data Protector Officer (DPO) appointed by C.O.I.M. s.p.a. is Nicola Bernardi, who can be reached at the email address: dpo_coim_it@coimgroup.com.

PERSONAL DATA CONCERNING YOU THAT MAY BE COLLECTED

The following categories of personal data concerning you may be collected:

- Personal data (name, surname, place and date of birth, ecc.) and contact details

FOR WHAT PURPOSES YOUR DATA MAY BE USED AND ON WHAT LEGAL BASIS

The Company informs you that your personal data will be processed, even electronically, solely for the purposes of identifying and controlling access to its premises and/or detecting attendance. The legal basis of the aforementioned processing is the legitimate interest of the Company to verify access to its offices for reasons related to the protection of people and the protection of assets.

The personal data recorded by the reception staff (name and surname, company affiliation, name of the person visited, number of badge given, date and time of the visit, type of identity document) will be processed by the subjects acting under the authority of the Data Controller and for the purpose authorized and trained through the aid of paper and electronic (IT and telematic) or automated tools, in compliance with the methods and requirements established by the Regulation and, in any case, with the observance of all precautionary measures of safety and of data privacy.



The data may also be processed, on behalf of the Company, by subjects designated as external Data Processors, including, in particular, the company that deals with the concierge, control and surveillance service.

HOW WE KEEP YOUR PERSONAL DATA SECURE AND FOR HOW LONG I

Personal data will be stored in electronic and paper archives protected by effective and adequate security measures to counter the risks of violation considered by the Data Controller, for the time necessary to fulfill the obligations to which the Data Controller is required to comply and in any case for a period not more than three months from the visit, except in cases in which, during your visit, events occur that jeopardize the safety of the buildings in which the Data Controller's activity is carried out, and which involve the intervention of the competent Authorities to which it is delegated the safety and prevention activity within the Data Controller's structure.

Your personal data will not be communicated or disclosed to third parties (except to the judicial authorities and police in case of offences).

Failure to provide data prevents access to the Company's offices.

DATA PROCESSING THROUGH VIDEO SURVEILLANCE

The Data Controller informs you that it has put in place a video surveillance system at its premises. The system aims to meet internal security needs and to permit the monitoring of access to the various activities of C.O.I.M. S.p.A., and has the following purposes:

- to assist in the legal defence of C.O.I.M. S.p.A. or of third parties involved in legal proceedings, in the event that offences are committed;
- to safeguard employees, persons in general, property and company assets;
- to prevent unlawful acts of any kind.

The purposes of the data processing observe the principles of correctness and lawfulness and conform with legal provisions whose purpose is to protect the confidentiality of your data, not least those set out in the Italian Data Protection Authority's General Provision on video surveillance of 8 April 2010 currently in force, and in Article 4(1) of Law no. 300/1970.

Images collected shall not be used to directly or indirectly monitor employees who are videoed in the course of their duties.

The video equipment will facilitate the reviewing as well as recording of the data filmed.

Your personal data are communicated primarily to authorities responsible for the control and supervision of security/safety, and also to third parties/recipients who, also on behalf of the Company, handle security in the workplace or who manage, on its behalf, the activities of caretakers security/surveillance details, IT consultants, assistance/maintenance companies. Third parties/recipients carry out their activities in compliance with specific legal obligations which the Data Controller is required to observe through them. Any communication that does not meet these purposes will require your consent.

How video surveillance data are stored and for how long

Only the Data Controller, specially designated internal and external data processors and duly authorised data handlers have authority to view and record video-surveillance images and footage. The video surveillance system only enables the processing of personal data collected by means of filming, which only occurs on Company property based on the actual positioning of video cameras. The video surveillance system is designed to display and record filmed images.

The images are kept only for as long as strictly necessary in order to facilitate the aforementioned purposes, and also (as applicable) in order to comply with requests from the judicial authorities (including



judicial police), and also in order to safeguard and facilitate the data subject's right of access pursuant to Articles 15 et seq. of the Regulation.

CONTACT PERSONS

If you wish to exercise your rights and make a report for any reason associated with the processing of your Data, you can send an email to the following address: privacy@coimgroup.com and dpo_coim_it@coimgroup.com.

YOUR DATA PROTECTION RIGHTS AND YOUR RIGHT TO FILE COMPLAINTS WITH THE SUPERVISORY AUTHORITY

You may, at any time, informally request the Data Controller that you wish to exercise the following rights and entitlements against the Company, provided that a legal basis for your request exists:

- to have access to Data concerning you, and to have such data corrected;
- to have Data deleted, if permitted by applicable rules;
- to have incomplete Data supplemented;
- to have data-processing operations restricted, if permitted by applicable rules;
- to receive a copy of Data which you provide to the Company, in a format that is structured and in common use and readable on an automatic device (portability), and to have such Data transmitted to a different data controller.

You are also entitled to oppose, in whole or in part, the use of Data processed by the Company on the basis of legitimate interest, provided that the regulatory preconditions for this exist.

You are entitled, finally, not to be subjected to an automated decision-making process, including profiling. You may at any time revoke your consent to certain data processing operations that have future effects. This revocation shall not affect the legitimacy of data processing operations carried out before the said revocation.

The exercise of these rights is subject to some exceptions aimed at safeguarding the public interest (for example the prevention or identification of crimes) of the Company. In the event that the interested parties exercise any of the aforementioned rights, it will be the responsibility of the Company to verify the legitimacy of the exercise and the consequent response, as a rule, within one month, except for the possibility of extending this term for a further two months, if necessary, taking into account the complexity and number of requests received from the Data Controller.

For any complaints or reports concerning the manner in which your Data is processed, we will do our best to address your concerns. Nevertheless, should you wish to do so, you can send your complaints or reports to the Italian Data Protection Authority, using the contact details on the website www.garanteprivacy.it.

C.O.I.M. S.P.A.