

# PERSONAL DATA PROCESSING INFORMATION

## as set forth in article 13 of Regulation (EU) 2016/679

### WHAT THIS INFORMATION IS FOR

As set forth in Regulation (EU) 2016/679 (hereinafter “Regulation”), this page describes how users’ personal data is treated when they consult Alicia Eastman’s website, which may be accessed by computer at these URLs:

[www.aliciaeastman.it](http://www.aliciaeastman.it)

This information does not regard other websites, pages, or online services that can be reached by hypertext links put on the website but that refer to resources outside of the [www.aliciaeastman.it](http://www.aliciaeastman.it) domain.

### DATA CONTROLLER

After consultation of the above-mentioned website, data concerning the natural persons identified or identifiable may be processed.

The data controller is:

Alicia Eastman

### LEGAL BASIS OF THE PROCESSING

The personal data given on this page is processed by Alicia Eastman in carrying out her duties in the public interest or in any event, linked to exercising her public powers, including the duty to promote awareness and foster the public’s comprehension of the risks, regulations, guarantees, and rights related to the processing, not to mention fostering the awareness of the data controllers and data processors of the obligations that the Regulation (art. 57, par. 1, lett. b) and d), of the Regulation) set for them.

### TYPES OF DATA PROCESSED

#### Navigation Data

During the course of their normal operation the computer systems and software procedures set up for the operation of this website acquire some personal data which is transmitted implicitly when using Internet communication protocols.

This is information that is not gathered in order to be associated with identified relevant parties, but for its very nature could allow identification of the users through processing and associations with data that third parties possess.

Data that fall under this category are: IP addresses or domain names of computers used by the Users that go on the website, the URI (Uniform Resource Identifier) of the resources requested, the time of the request, how the request was made to the server, the size of the file received back, the numeric code with the response data from the server (successful, error, etc.), and other parameters relative to the operating system and the user’s IT environment.

This data is used for the sole purpose of gaining anonymous statistical information on use of the website and to check its proper operation and gets deleted immediately after it is processed. The data may be used to ascertain liability if there are any cybercrimes against the website; except in these cases, currently the data on the web contacts does not remain for more than seven days.

#### Data voluntarily provided by the User

The facultative, explicit, and voluntary sending of email to the addresses indicated on this website entails subsequent acquisition of the sender’s address, needed to answer requests, not to mention any other personal data included in the missive.

#### Contact form

When the User fills out the contact form with his or her data he or she consents to its use to meet requirements for information or quotes or of any other nature mentioned in the form’s header.

Personal Data gathered: last name, name, email, and phone number.

**The personal data gathered is also processed by [www.aliciaeastman.it](http://www.aliciaeastman.it)'s personnel, who acts following specific instructions provided for the purposes and methods of the processing itself.**

### **Viewing the content from external platforms**

This type of service lets you view hosted content on external platforms directly from the pages of this application and interact with it.

If this type of service is installed it's possible that even if Users don't use the service, it still may gather traffic data related to the pages it is installed on.

## **DATA PROCESSING**

The information and data content sent by email or email form to this website shall be confidential. Any processing for statistical purposes shall be conducted exclusively on an anonymous basis. We thus guarantee that it will not be transmitted or disclosed in any other way.

The data gathered therefore shall be to:

- provide support to users
- do statistical analyses in order to improve our services
- view the content from external platforms

It is described in the specific cookies section

## **GRANTING DATA IS OPTIONAL**

Except for that specified for navigation data, the user is free to provide the personal data on [www.aliciaeastman.it](http://www.aliciaeastman.it)'s request forms or in any event, given during contact with the office to ask for quotes, information, or other communications to be sent.

Not granting it may make it impossible to get what you requested.

To be complete, remember that in some cases (not under the ordinary management of this website) the Authority may request news and information as set forth in article 157 of the Italian Personal Data Protection Code for personal data processing audit purposes. In these cases, it is required to answer on pain of an administrative fine.

## **PROCESSING PROCEDURES**

The personal data shall be processed with automated tools for the time strictly necessary to achieve the goals that it was gathered for.

Specific security measures are followed to prevent data loss, illicit or incorrect use, and unauthorized access.

## **RELEVANT PARTIES' RIGHTS**

The parties that the personal data refers to have the right to find out whether or not personal data concerning him or her exist and to learn its content and where it comes from, see whether it is correct or ask that it be integrated or updated or corrected (article 7 of the Italian Personal Data Protection Code).

As set forth in that article, you have the right to request deletion, transformation into anonymous form or blocking of data processed unlawfully, as well as to oppose processing for legitimate reasons in any case.

Requests must be sent:

- via e-mail, to the address: [info@aliciaeastman.it](mailto:info@aliciaeastman.it)
- or by mail to Alicia Eastman with offices in Via Marconi, 23, 37026 Pescantina (VR) Italy

## **RIGHT TO COMPLAINTS**

Relevant parties who deem that the processing of the personal data about them done through this website takes place in violation of that set forth by the Regulation have the right to file a complaint to the Data Protection Authority, as set forth in art. 77 of the Regulation itself, or to go to the proper courts (art. 79 of the Regulation).

## Cookie Policy

Cookies are small files usually comprised of letters and figures that are sent to the browser's file containing the cookies on the computer's hard disk with access to a website.

### **This website uses analytic technical and profiling (third-party) cookies.**

Technical cookies are for improving the user's navigation experience in terms of use of the website functions, performance, usability, and provision of useful information on our products and services.

Technical cookies can be for a session or last for a while. The former are destroyed every time the browser is closed, while the latter remain until a preset expiration date.

This website uses Google Analytics technical cookies in aggregate, anonymous form, which allow tracing and examining user website use. This information, including the user's IP address, is lodged in the Google server just as stated in the information at the link below.

The user can disable Google analytics by installing the following component Google itself provided on his or her browser: <https://tools.google.com/dlpage/gaoptout>

Google Analytics: [http://www.google.com/intl/it\\_ALL/analytics/learn/privacy.html](http://www.google.com/intl/it_ALL/analytics/learn/privacy.html)

Specifically:

\_ga, \_dc\_gtm,: Google Analytics cookies

### **Google Analytics**

Google Analytics is a Web analysis service provided by Google, Inc. ("Google"). Google uses the Personal Data gathered in order to trace and study the use of this website, compile reports, and share them with the other services developed by Google.

Google could use the Personal Data to contextualize and personalize the ads in its advertising network.

Personal data gathered: Cookies and Usage data.

Place of processing: USA – Privacy Policy – Opt Out

### **Google maps**

Google Maps is a map viewing service managed by Google Inc. that lets this website integrate that content into its pages.

Personal data gathered: Cookies and Usage data.

Place of processing: USA – Privacy Policy

### **Google font**

Google Fonts is a font viewing service managed by Google Inc. that lets this website integrate that content into its pages.

Personal data gathered: Cookies and Usage data.

Place of processing: USA – Privacy Policy

## How to block or delete cookies

### **Activate the Do Not Track option**

The Do Not Track option is in most latest generation browsers. Websites designed to observe this option, when activated, should automatically stop gathering some of your navigation data. However as mentioned, not all websites are set up so as to observe this option (discretion).

### **Activate the "anonymous navigation" mode**

With this function you can navigate without leaving a trace of the navigation data on the browser. The websites will not remember you, the pages you go on will not be memorized in the chronology, and the new cookies will be deleted.

In any event, the anonymous navigation function does not guarantee anonymity on the Internet, because it is only for not keeping navigation data on the browser, while instead your navigation data will still be available to the website and connectivity providers.

### **Directly delete the cookies**

There are ad hoc functions for this on all browsers; oftentimes you can do it from the menu that appears when you hit ctrl+shift+canc. simultaneously. However, remember that any connection to the Internet can download new cookies, so deletion should be done periodically. If you are interested, some browsers offer automated systems for periodic cookie deletion.

### **Enabling and disabling cookies and analogous technology**

In any case, you can delete cookies stored in your browser at any time so that the websites you go on do not remember your identity and do not keep track of your preferences simply by following these steps depending on the browser you use:

Chrome: <https://support.google.com/chrome/answer/95647?hl=it>

Firefox: <https://support.mozilla.org/it/kb/Gestione%20dei%20cookie>

Internet Explorer: <http://windows.microsoft.com/it-it/windows7/how-to-manage-cookies-in-internet-explorer-9>

Opera: <http://help.opera.com/Windows/10.00/it/cookies.html>

Safari: [http://support.apple.com/kb/HT1677?viewlocale=it\\_IT](http://support.apple.com/kb/HT1677?viewlocale=it_IT)