

#### PERSONAL DATA PROTECTION POLICY

Version No. 1 March 2023

## PERSONAL DATA PROTECTION POLICY ESSENZIALE OIL

Perugia, March of 2023

WRITTEN	REVIEWED	APPROVED
CMO.	COO.	CEO.

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In compliance with the provisions of the Law, ESSENZIALE OIL SRL, adopts this policy for the processing of personal data, which will be informed to all holders of the data collected or obtained in the future in the exercise of its commercial activities. . In this way, ESSENZIALE OIL SRL, states that it guarantees the rights of privacy in the processing of personal data.

#### 1. SCOPE.

This policy will be applicable to the personal data registered in any database of ESSENZIALE OIL SRL.

#### 2. **DEFINITIONS.**

For the purposes of this policy and in accordance with current regulations on the protection of personal data, the following definitions will be taken into account:

**Authorization:** Express and informed consent of the Owner to carry out the Processing of personal data.

**Privacy Notice:** Verbal or written communication generated by the person in charge, addressed to the Owner for the processing of their personal data, through which they are informed about the existence of the information processing policies that will be applicable to it, the way to access it and the purposes of the treatment that is intended to be given to personal data.

**Database:** Organized set of personal data that is subject to treatment.

**Personal data:** Any information linked or that can be associated with one or several determined or determinable natural persons.

**Public data:** Public data is considered, among others, the data related to the marital status of people, their profession or trade and their quality as merchant or public servant.

Due to its nature, public data may be contained, among others, in public records, public documents, official gazettes and bulletins, and duly executed court rulings that are not subject to confidentiality.

**Data Processor:** Natural or legal person, public or private, that by itself or in association with others, performs the Processing of personal data on behalf of the Data Controller.

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### 3. DUTIES OF ESSENZIALE OIL SRL, AS RESPONSIBLE OF PROCESSING PERSONAL DATA.

ESSENZIALE OIL SRL, recognizes the ownership of personal data held by people. Therefore, will use the personal data for the fulfillment of the purposes expressly authorized.

#### 4. AUTHORIZATION AND CONSENT OF THE HOLDER.

ESSENZIALE OIL SRL, requires the free, and informed consent of the owner of the personal data for the treatment thereof, except in cases expressly authorized by law.

#### Manifestation of authorization:

The authorization to ESSENZIALE OIL SRL, for the treatment of personal data will be granted by:

The owner, who must sufficiently prove its identity by the different means made available by ESSENZIALE OIL SRL.

#### **Means to grant authorization:**

ESSENZIALE OIL SRL, will obtain the authorization through different means, including the physical document, electronic document, data message, Internet, Websites, or in any other format that in any case allows obtaining consent.

Authorization will be requested by ESSENZIALE OIL SRL, during the processing of personal data.