

## **Privacy statement.**

### **Legislative decree 196/2003 – Protection and processing of personal data**

#### **Cookie policy.**

This cookie policy details the steps Arco S.a.s. of Enrico Crippa & C., owner of Ristorante Piazza Duomo in Alba (CN), uses to manage cookies on its website. It also has an information purpose according to the article 13 of the legislative decree 196/2003 in compliance with the General Measure n. 229 of 8 May 2014 stated by the Italian Data Protection Authority.

Arco S.a.s. processes personal data respecting and in accordance with the Privacy Rules (Personal Data Protection Code – legislative decree n. 196/2003).

Processing personal data, that is the combination of two or more of the following operations, means collect, record, organize, keep, process, edit, select, extract, compare, use, interconnect, block, disclose, distribute, erase and destroy personal data.

According to the abovementioned legislative decree, users are also informed that the processing of personal data provided will be based on the principles of correctness, lawfulness and transparency and protection of your confidentiality and your rights.

In order to meet the information and/or online booking requests, the following personal data will be collected: *name and surname, phone number and e-mail address*. These data are necessary and if not given, booking or information requests will be impossible to meet.

Entering particular requests in the form is not mandatory, but could make it impossible to meet the requests of the user in a short time.

If the booking request is accepted, the following personal data will be required: *address, taxpayer's code number, number and essential data of the identity document, date and place of birth and nationality*. Personal data must be provided in order to comply with legal, contractual, accounting and fiscal obligations. The refusal to provide the requested personal data or an erroneous communication of data leads to:

- Impossibility to welcome you in our restaurant
- Possible failure to match the results of the processing itself to the obligations imposed by fiscal or administrative regulations.

In compliance with the articles 31 et seq. of the legislative decree 196/2003, authorized people will carry out the data processing through automated or manual suitable procedures and tools, in order to guarantee security and privacy.

Collected data will be stored for a limited period of time. The personal data retention period is restricted by the purposes for which the data is collected or for which they are further processed.

Provided data will be processed:

- In order to meet the information and/or online booking requests and supply the requested service,
- According to contractual, pre-contractual and legal obligations for an administrative or accounting purpose,
- For operational, regulatory, fiscal and managerial needs.

Data may be transferred to third parties, for example collaborators, consultants, professional people and other people, only in case they are needed to meet the requests of the user.

### **Navigation data.**

When the user visits the site, the presence on the website is anonymous. The computer systems and software procedures used to operate this site acquire, during their normal operation, some personal data whose transmission is implicit in the communication protocols of the Internet.

This information is not collected to be associated with identified interested parties, but, by its very nature, it could identify users through processing and associations with data held by third parties. This category of data includes IP addresses or domain names of the computers used by users, parameters relating to the operating system, etc. these data are used only to acquire anonymous statistical information on the use of the site and to check its correct functioning. Data could be used by the competent authorities in proceedings concerning liability, in case of computer crimes damaging the website.

### **Cookie policy**

#### ***What are cookies?***

Cookies are small text files stored on your computer by your browser. Every time the user visits the same website, the browser sends the cookies again to the website. Cookies are used to guarantee a good experience (in harmony with the user's interests and preference) on the website and to simplify access to the services offered. Our website uses only technical cookies. They allows users to use all the functions of the

website and without technical cookies some services would not be available (navigation and functional cookies). These cookies enable us to provide the requested services and make it possible to collect information about your computer settings in order to improve your visit on our website.

## 1. TECHNICAL COOKIES.

They are absolutely necessary for our website to function properly and to allow your visit on the site. They allow you to view the site properly and to use every type of service (without technical cookies some services are not available). A technical cookie is essential to maintain your connection to the website for the duration of the session or to collect information about your language and display settings etc.

There are different types of technical cookies: navigation cookies, analytics cookies and functional cookies.

Navigation cookies are fundamental to enable you to move within the site and use its functions (buy on the website, accessing the protected areas of the website).

Analytics cookies are part of the technical cookies only when they are used to collect information about the number of visitors and how our visitors use the website.

Functionality cookies enable the site to remember the user's choices (e.g. username, language, country of origin etc.) in order to improve the services we offer.

## 2. PROFILING COOKIES

Profiling cookies are all cookies that allow a profiling of the user so as to propose to the same user more tailored advertising during his/her visit on the website.

## 3. THIRD-PARTY COOKIES

These cookies are sent from web site managers different from the administrator of the website you are visiting.

All cookies are classified according to the following classification:

- Session cookies are erased when the user closed the browser;
- Other cookies are stored in the browser for a limited period of time.

Cookies stored in the browser are used to recognise the device connected to the site facilitating the authentication of the user.

## *Characteristics and purposes of the cookies used on this site.*

### **Technical cookies:**

They are used to enable the website to function properly and the users to have access to the services offered. Technical cookies allow the user to proceed with the user login. They are supplied by the online wine bar Vertigo and by third parties in case of external services such as social networks. According to the article 122, paragraph 1 of the code, this website uses the so-called technical cookies only to “carry out the transmission of a communication on electronic networks, or as strictly necessary for the provider, to supply a service requested by the user”. They can be classified as navigation cookies or session cookies. They guarantee a proper navigation and use of the website; for example they allow the user to formalize the purchase and have access to restricted areas.

### *How can the user give or withdraw his/her consent?*

The user gives his/her consent to our use of cookies clicking on the “Ok” button, which is within the banner on the home page of our website.

### **Third parties’ sites.**

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information, which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

### *Controlling the website’s use of cookies by changing your browser settings.*

You can disable first and third parties’ cookies by changing your browser settings. However please note that if you do this you may disable strictly necessary cookies and you may not be able to use the full functionality of the site. Any browser has its own settings to disable cookies. In order to manage cookies, follow the instructions in the list below, according to the web browser you are using.

### ***Firefox:***

1. Open the Firefox web browser
2. Press the “Alt” button on the keyboard
3. Click on the "Tools" menu, in the menu bar. Select “Tools” and then "Options".
4. Select the Privacy tab.

5. Select the "Firefox will" command, and click "Use custom settings for history". Remove the check marks from "Accept cookies from sites", and confirm the new settings.

### ***Internet Explorer:***

1. Open the Internet Explorer web browser
2. Click on the "Tools" menu and then Select "Internet options"
3. Select the "Privacy Tab" and then slide the bar under the Settings menu to the very top in order to disable all cookies or to the very bottom to enable all of them.
4. Then select "OK."

### ***Google Chrome:***

1. Open the Google Chrome web browser
2. Select the "Tools" icon
3. Click "Settings" and then Select "Advanced settings"
4. In the "Privacy" section, click the "Content settings" button.
5. In the "Cookies" section it is possible to disable cookies and confirm the new settings.

### ***Safari:***

1. Open the Safari web browser
2. Select the "Tools" menu and Click on "Preferences". Then Select the Privacy tab
3. In the "Cookies" section it is possible to decide whether and when Safari can save cookies from websites. For further information click on the button "Help" (Question mark)
4. For further information on the cookies saved on your computer, click on the "Show Cookies" button.
5. In the "Cookies" tab it is possible to disable cookies and confirm the new settings.

### **Art. 7 - Right of access to personal data and other rights.**

1. *Data subjects have the right to obtain confirmation of the existence of personal data concerning him, even if such personal data have not yet been recorded, and ask for such data to be provided to them in an intelligible manner.*
2. *Data subjects are entitled to know:*
  - a) *The source of personal data;*
  - b) *The purposes and methods of processing;*

- c) *How the data is processed if electronic data processing equipment is used;*
  - d) *The identification information about the data controller, data processor and the appointed representative in compliance with the article 5, paragraph 2*
  - e) *The people or category of people personal data can be disclosed to or that may come to know about the data in acting as a representative, processor or authorized officer.*
3. *Data subjects are entitled to obtain:*
- a) *Updates, changes or, when they are interested, insertion of additional information;*
  - b) *Cancellation, anonymous transformation or blockage of personal data that has been used in breach of the law, including any data that need not be retained, relating to the purposes for which the data were collected or subsequently used;*
  - c) *Confirmation that the parties to whom the data have been transferred or disclosed have been notified of the operations specified in points a) and b), and the details thereof, except in circumstances where notification proves impossible or involves a disproportionate effort compared to the right being protected.*
4. *Data subjects are entitled to oppose, wholly or partially:*
- a) *For legitimate reasons, the processing of their personal data, even if the data are necessary to reach the goal for which the personal data are collected;*
  - b) *The processing of their personal data if such processing is aimed at sending them advertisements, contacting them for direct sales or to carry out market research or commercial communication endeavours.*

**Data which is willingly provided by users.** Users provide their personal data only to get in contact with us or to book. Users' personal data are used only to meet their requests and to get in contact with them. The optional, explicit or voluntary sending of email to the addresses shown on this site means that the senders' addresses, as well as any other personal information included in the message, are then acquired by the site to reply to the requests.

**Data controller and data processor.** Data controller and data processor is **ARCO S.A.S. DI ENRICO CRIPPA & C.**, whose main office is in Alba (CN) – Piazza Risorgimento 4, [info@piazzaduomoalba.it](mailto:info@piazzaduomoalba.it). In compliance with the article 7 of the Data Protection Law, data subjects can contact us in any moment and may exercise their rights with the data controller.