



INFORMATION ON DATA PROCESSING

(Article 13 Legislative Decree n. 196 of 30 June 2003)

Dear Guest,

we wish to inform you, pursuant to **Art.13** of Legislative Decree. **196/2003** "Personal Data Protection Code", that your personal data will be handled in full accordance with the principles of correctness, legality and transparency, and fully respecting your right to privacy.

The data you supplied will be processed with the following aims:

- 1) To fulfil public security requirements;
- 2) To fulfil contractual obligations and accounting and tax obligations, including transactions with banks and credit card issuing companies;
- 3) Receipt and forwarding of messages, delivery and mailing of post, transferring phone calls to the room;
- 4) To compile statistics and client satisfaction surveys and publicise promotional activities which might involve mailing of communications, offers and brochures to your address by the company Delphina srl or companies with which it collaborates;

Your data will be processed by means of manual, IT and/or telematic tools. Your data will not be disseminated. Your data may become known to internal data processors, external data processors, internal staff in charge of processing and collaborators (also of external firms) for the purpose of providing the services you have booked.

Personal data and their processing may be communicated to companies performing economic activity (commercial, management, IT system management, insurance, banking or non-banking brokers, travel agencies and/or Tour Operators, shippers and mailing companies), and to professional firms (accountants, lawyers, consultants etc.). Provision of your data for the purposes listed in points 1 and 2 of the above list is required, and failure to provide said data will make the contract unenforceable; on the other hand, provision of data for the purposes listed in points 3 and 4 is optional. Data will be filed for maximum ten years.

The data you provide might also include some elements defined as "sensitive" by the Code; said data may only be processed based on your explicit written authorization. Lacking such consent, Delphina srl will not be entitled to use said information hence will not be able to communicate to its structure and various departments the information provided so as to offer you the best service meeting your request.

Please be informed that the data controller is Delphina S.r.l., with office in LOC. CALA DI LEPRE, 07020 PALAU (SS).

The data processor on site, at your complete disposal for any further details is the Manager of the Hotel in which you are staying.

Pursuant to Article 7 of Legislative Decree 196/2003, in order to check your data and request their integration, update or rectification and/or to exercise your other rights under Article 7 of Leg. Decree 196/03 you may contact the Data Processor tasked with responding, Dr. Pietro Porqueddu, c/o Delphina Srl.

The Privacy Code defines "sensitive data" as "personal data allowing the disclosure of racial or ethnic origin, religious, philosophical or other beliefs, political opinions, membership of parties, trade unions, associations or organizations of a religious, philosophical, political or trade-unionist character, **as well as personal data disclosing health** and sex life; (Art. 4 para 1 lett. d) Leg. Decree 196/03).

Article 7 of Legislative Decree 196/03 (Right to access to personal data and other rights)

1. A data subject shall have the right to obtain confirmation as to whether or not personal data concerning him/her exist, regardless of their being already recorded, and communication of such data in intelligible form. A data subject shall have the right to be informed: a) of the source of the personal data; b) of the purposes and methods of the processing; c) of the logic applied to the processing, if the latter is carried out with the help of electronic means; d) of the identification data concerning data controller, data processors and the representative designated as per Section 5(2); e) of the entities or categories of entity to whom or which the personal data may be communicated and who or which may get to know said data in their capacity as designated representative(s) in the State's territory, data processor(s) or person(s) in charge of the processing. 3. A data subject shall have the right to obtain a) updating, rectification or, where interested therein, integration of the data; b) erasure, anonymization or blocking of data that have been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed; c) certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected. 4. A data subject shall have the right to object, in whole or in part, a) on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection; b) to the processing of personal data concerning him/her, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market or commercial communication surveys.

