



abacogroupuk.com

**ABACO (UK) LIMITED**

Aldermary House, 10-15 Queen Street, EC4N 1TX London - United Kingdom  
CRN: 14444842 VAT: 183770189 Tel: +39 0376 222181 info@abacogroupuk.com

**INFORMATION ON THE PROCESSING OF PERSONAL DATA**

**Pursuant to Art. 13 of UK-GDPR 2018 and**

**“Data Protection, Privacy and Electronic Communications\_EU Exit Regulations 2019”**

Dear Customer, pursuant to UK-GDPR on the protection of individuals with regard to the processing of personal data and on the free movement of such data, we provide you with the following information regarding the processing of your personal data.

We would like to remind you that the provision of your data, including the updating thereof, is a mandatory requirement, necessary for the *performance of contractual obligations*; failure to do so prevents our company from continuing with the existing contract.

**DATA CONTROLLER**

The data controller is Abaco UK ITD with registered office in Aldermary House 10-15 Queen Street London UK and operating office in 3 Queens Road, Reading UK, VAT number 183770189, e-mail at [privacy@abacogroup.eu](mailto:privacy@abacogroup.eu).

**SOURCE OF PERSONAL DATA**

The personal data held by the Data Controller are those provided by you during the execution of the contractual relationship.

**PURPOSE, LEGAL BASIS FOR PROCESSING AND TYPES OF DATA PROCESSED.**

The collection and processing of your common personal data is carried out for:

- the performance of the contractual or pre-contractual relationship (legal basis: performance of a contract or pre-contractual measures)
- the performance of related management, administrative and accounting obligations (legal basis: performance of a contract or pre-contractual measures);
- the possible protection of the Controller's rights (legal basis: legitimate interest of the Controller).
- only with the data subject's consent, the sending of newsletters or the promotion of new products or services of the Data Controller, (legal basis: the data subject's consent).

The Controller may process, exclusively for the purposes indicated above, only common data, such as, for example, personal data, telematic and telephone references, position/responsibility held within the company/client, together with economic and financial data, company name, registered offices, bank references of the company/client itself.

Your personal data will be processed in accordance with the principles of fairness, lawfulness, transparency for the management of the contractual and/or pre-contractual relationship and to follow up your requests.

**MANDATORY OR NON-MANDATORY PROVISION OF DATA:**

The provision of data is optional, but necessary for the performance of the contractual relationship and in particular for the fulfilment of contractual obligations and any related administrative and accounting obligations. Failure to consent to the use of data for promotional purposes does not affect the performance of the contract but will only result in the impossibility for the Controller to process your personal data for such purposes.

**POSSIBLE RECIPIENTS AND CATEGORIES OF RECIPIENTS OF PERSONAL DATA.**

Your common personal data may be disclosed to the following parties:

- suppliers of products or services for the performance of the contractual relationship or related obligations;
- public administrations or public bodies to fulfil legal obligations;
- credit institutions;
- internal resources of the Controller, who have been instructed to do so;
- external parties appointed as data processors (e.g. IT consultants, software companies);



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- professionals and business administration and management companies.

### **TRANSFER OF DATA ABROAD:**

The data controller has no intention of transferring your personal data to a third country outside the European Union.

### **DURATION OF PERSONAL DATA RETENTION**

Your data will be processed for the period of time permitted, or imposed, by the applicable regulations in the management of the employment or collaboration relationship and for the time necessary to ensure legal protection, for you and the Data Controller, in contractual and non-contractual terms.

### **RIGHTS OF THE DATA SUBJECT:**

You always have the right to request cancellation, communication, updating, rectification and integration of personal data concerning you, and more generally you can exercise all the rights provided by Articles 15 and 22 of the UK-GDPR:

- Right of access of the interested party (Art.15 UK-GDPR) and right to obtain indications with reference to the origin of personal data; processing purposes and methods; identification details of the data controller and data processors; subjects or categories of subjects to whom personal data may be communicated or who can learn about them as managers or agents;
- access to personal data (Chapter 3 RIGHTS OF DATA SUBJECT Section 2 Art.13-14-15);
- their Rectification and erasure (Chapter 3 RIGHTS OF DATA SUBJECT Section 3 Art. 16-17-19)
- their limitation of processing (Chapter 3 Art. 18)
- Right to data portability (Chapter 3 Art. 20)

You may exercise your rights by contacting the Data Controller at [privacy@abacogroup.eu](mailto:privacy@abacogroup.eu) .

You also have the option and the right to lodge a complaint with the supervisory authorities (Information Commissioner's Office <https://ico.org.uk/> ).

### **DATA PROCESSING METHODS**

The personal data you provide will be processed in compliance with the aforementioned legislation and with the confidentiality obligations that inspire the Controller's activity. The data will be processed both by computer and on paper or any other suitable support, in compliance with the appropriate technical and organisational security measures provided for by the UK-GDPR.

### **PROFILING**

Your personal data are not subject to dissemination or to any fully automated decision-making process, including profiling.

The Management of Abaco UK LTD