



FORM FOR THE EXERCISE OF DATA SUBJECT'S RIGHTS

Under Article 13 (2) c), 14 (2) d), 15 et seq of the General Data Protection Regulation – Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (the “**GDPR**”), it is our responsibility to provide you with certain information about the exercise of your rights in relation to personal data supplied in connection with your relationship with RPS S.p.A..

Data Controller
The Data Controller is RPS S.p.A., headquartered at Legnago (Verona), Viale Europa no. 7, tax code and Verona Companies Register number: 02647040233 (the “ Data Controller ” or “ Company ”).
Data Protection Officer (“DPO”)
The DPO's contact data can be found on the Data Controller's website at www.riello-solartech.com or from its head office.

Data subjects can exercise the rights listed below by completing this form, which should be sent together with the required supporting documents, preferably by email, to the DPO's address as stated on the Data Controller's website.





I the undersigned:

NAME	
SURNAME	
DATE OF BIRTH	
TAX CODE	
Email to which reply should be sent	
Contact telephone number	

(If this request is made on behalf of a third party, please provide the details of the data subject to whom the data refers, and attach a copy of the authority):

NAME	
SURNAME	
DATE OF BIRTH	
TAX CODE	

As the data subject (or his or her authorised representative),

I HEREBY REQUEST

to exercise the rights indicated below, with the related detailed information:



RPS S.p.A. divisione Riello Solartech

37045 Legnago (VR) - ITALY - Viale Europa 7 - T +39 0442 635811 - www.riello-solartech.com - info@riello-solartech.com

CAPITALE SOCIALE € 1.230.278 i.v. - R.E.A. VR n° 252286 - Registro Imprese / C.F. / P.IVA 02647040233



<p>Right (check the box that applies)</p>	<p>Description of right</p>	<p>Detailed information (obligatory)</p>
<p>Right to revoke consent (Art. 13(2)c) - Art. 14(2)d)</p> <input type="checkbox"/>	<p>You have the right to revoke consent to the processing operations for which consent is required, without affecting the legitimacy of the processing based on consent that was completed before the time of revocation.</p>	<p>Specify for which processing operations/purposes you intend to exercise your rights:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Right of access to data (Art. 15)</p> <input type="checkbox"/>	<p>You may request a) the purposes of the processing; b) the categories of personal data concerned; c) the recipients or categories of recipients to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organisations; d) where possible, the envisaged period for which the personal data will be stored, or, if not possible, the criteria used to determine that period; e) the existence of the right to request from the controller rectification or erasure of personal data or restriction of processing of personal data concerning the data subject or to object to such processing; f) the right to lodge a complaint with a supervisory authority; g) where the personal data are not collected from the data subject, any available information as to their source; h) the existence of automated decision-making, including profiling, referred to in Article 22(1) and (4), and, at least in those cases, meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing for the data subject. You have the right to request a copy of the personal data that have been processed.</p>	<p>Specify which information is requested, indicating the corresponding letter:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>





<p>Right of rectification (art. 16)</p> <input data-bbox="173 461 317 528" type="text"/>	<p>You have the right to obtain the rectification of inaccurate personal data concerning you, and to have incomplete personal data completed.</p>	<p>Specify which information requires rectification or completion:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Right to be forgotten (art. 17)</p> <input data-bbox="173 954 317 1021" type="text"/>	<p>You have the right to obtain from the Data Controller the erasure of your personal data if that data is no longer necessary for the purpose for which it was collected or otherwise processed.</p>	<p>If you are exercising this right, please state the reasons. The DPO will contact you to follow up your request.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Right to restriction of processing (art. 18)</p> <input data-bbox="173 1498 317 1565" type="text"/>	<p>You have the right to obtain from the Controller restriction of processing when you have contested the accuracy of the personal data (for a period enabling the Controller to verify the accuracy of the personal data) or if the processing is unlawful but you oppose the erasure of the personal data and request the restriction of their use instead; or if they are necessary for the establishment, exercise or defence of a right in legal proceedings, while they are no longer necessary to the Data Controller.</p>	<p>If you are exercising this right, please state the reasons. The DPO will contact you to follow up your request.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>





<p>Right to portability (art. 20)</p> <div style="border: 1px solid black; width: 80px; height: 25px; margin-top: 10px;"></div>	<p>You have the right to receive, in a structured, commonly used and machine-readable format, personal data that relates to you, and you have the right to transmit that data to another data controller, if the processing: (i) is based on consent, (ii) on a contract, and (iii) if the processing is carried out with automated means, unless the processing is necessary to carry out a task in the public interest or is connected to the exercise of public powers and such transmission does not infringe the right of others.</p>	<p>If you are exercising this right, please state the reasons. The DPO will contact you to follow up your request.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Right to object (art. 21)</p> <div style="border: 1px solid black; width: 80px; height: 25px; margin-top: 10px;"></div>	<p>You have the right to object at any time to the processing of all or part of your personal data if the processing is carried out in the pursuit of a legitimate interest of the Data Controller or for the purposes of direct marketing.</p>	<p>Specify for which processing operations/purposes you intend to exercise your rights:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Right to lodge a complaint with a Supervisory authority (Art. 77)</p>	<p>Without prejudice to any other administrative or judicial remedy, if you consider that the processing of your personal data infringes the GDPR, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work, or place of the alleged infringement.</p>	

The exercise of the above rights is subject to the limitations, rules and procedures laid down in the GDPR, which the Data Subject must be familiar with, and implement. In accordance with the provisions of Article 12 (3) the Data Controller will provide the data subject with information on the actions taken without unjustified delay, no later than one month from receipt of the request. This period may be extended by two months if necessary, taking into account the complexity, and number of the requests.





The Data Controller will inform the data subject of the extension, and of the reasons for the delay, within one month from receiving the request. The exercise of these rights is, on principle, free of charge; the Data Controller may request a contribution to expenses, in the case of manifestly groundless or excessive requests (including repeated requests).

If the Data Controller has reasonable doubts about the identity of the individual submitting the request, further information may be requested, to confirm the data subject's identity.

I have been informed that the details indicated on this form will only be used to reply to the request and will be kept for 5 years as proof of the procedure, for the purposes of potential administrative or legal claims.

Date _____

SIGNATURE _____

Appendices:

- copy of valid ID card;
- authority issued by data subject if necessary

