

BUS, TRAM AND BUS STATION COMPLAINT AND REPORT FORM

Personal Data Protection Policy

(Pursuant to Article 13 of European Regulation No. 679/2016)

Before acquiring your personal data for the management of reports and complaints, Busitalia Veneto S.p.A. kindly requests you to carefully read the personal data protection policy.



I. Data controller and DPO

In this section we indicate which are our references

- Busitalia Veneto S.p.A., **Data Controller**, represented by the pro-tempore Chief Executive Officer, can be contacted at the email privacy@fsbusitaliaveneto.it, with registered office in Via del Pescarotto 25/27, 35131 Padua.
- The **Data Protection Officer** can be contacted at the email protezionedati@fsbusitalia.it.



II. Types of personal data

In this section we indicate what types of data we ask you for

The personal data being processed fall into the following categories:

- **Common data of those who submit the complaint:** personal data (name, surname, address), contact details (e-mail)
- **Customer's common data (if different from the person submitting the complaint) and of any other passengers:** personal data (name and surname), card number or copy of personal ticket, proxy and copy of identity document
- **Optional data:** telephone contact
- **Special category data:** based on the nature of the subject of the report/complaint submitted by you, Busitalia Veneto S.p.A. may become aware of data belonging to so-called "special" categories (for example data relating to health). In consideration of the fact that such data have been made available to Busitalia Veneto S.p.A. manifestly and freely, you are not required to give explicit consent for case management. Busitalia Veneto S.p.A. assures you that such data will be processed exclusively for purposes strictly connected and instrumental to the management of the case itself (for example to be able to apply the specific insurance coverage); in the absence of such personal data, Busitalia Veneto S.p.A. will not be able to partially or totally process your request.

The aforementioned data will be processed by computer and paper media in such a way as to guarantee suitable security and confidentiality measures.



III. Processing Purposes

In this section we indicate why we ask you for your data

- Management of the report/case procedure;** Legal basis (*Contractual*)
- Transmission of the complaint also containing any special category data to the pertinent Providers;** (Legal basis: *Legal* - measure 5.2 Annex A to ART (Transport Regulation Authority) Resolution 28/2021 and art. 9 par. 2 lett. g) GDPR)
- Improvement in the management of the report/complaint in case of communication difficulties and/or to speed up response times through telephone contact details provided by the data subject;** Legal basis (*Consent*)

The provision of the data necessary for the pursuit of the purposes referred to in points a) and b) is "mandatory" and your refusal will make it impossible for Busitalia Veneto S.p.A. to manage the case.

The provision of the data necessary for the pursuit of the purpose referred to in point c) is "optional", therefore failure to provide it will only make it impossible to improve case management in the event of communication difficulties and/or to speed up response times.

Any consent given may be freely withdrawn at any time, without prejudice to the lawfulness of the processing carried out before withdrawal. The withdrawal of consent can be communicated to the email address: privacy@fsbusitaliaveneto.it.



IV. Data recipients

In this section we indicate who will process your data and to whom it will be communicated

Personal data will be processed by the following to pursue the aforementioned purposes:

Parties associated with Busitalia Veneto S.p.A.

- Data processors (Busitalia Veneto S.p.A. employees)
- Outsourced consultants
- Service companies (also IT)
- Busitalia Sita Nord Srl

Parties not directly associated with Busitalia Veneto S.p.A.

- Insurance service companies
- Other providers to whom the complaint will be sent if the subject of the same is within their remit
- Judicial authorities
- Police authorities
- Transport Regulation Authority

Your data will only be processed by parties expressly authorised by Busitalia Veneto S.p.A. or by companies acting as Data Processors on behalf of Busitalia Veneto S.p.A., and which have signed a distinct contract that specifically regulates the processing entrusted to them and the obligations regarding data protection. Your data will never be disclosed.

Furthermore, personal data may also be transmitted to other independent Data Controllers on the basis of laws or regulations, or on the basis of the specific consent you have provided.

The updated list of data recipients is available by writing to privacy@fsbusitaliaveneto.it, or to the Data Protection Officer at protezionedati@fsbusitalia.it.



V. Data disclosure

In this section we guarantee that your data will not be disclosed

Your personal data will never be published, displayed or made available/consulted by unknown parties.



VI. Data retention

In this section we indicate how long we will keep your data

The personal data you have provided to us will be kept for 5 years from case closure, without prejudice to further retention for the following purposes: archiving in the public interest, scientific or historical research, statistical purposes or technical reasons (e.g. business continuity).

Any consent given for the purposes referred to in point c) will be kept until the revocation requested by you and in any case no later than 5 years from case closure.



VII. Rights of Data Subjects

In this section we indicate which rights we guarantee you

EU Regulation 2016/679 (Articles 15 to 23) grants data subjects specific rights. In particular, in relation to the processing of your personal data, you have the right to ask Busitalia Veneto S.p.A. for data access, correction, rectification, limitation, opposition, portability and withdrawal of consent. In addition, you may lodge a complaint to the Supervisory Authority,

which in Italy is the Data Protection Authority.

You can exercise your rights at any time by contacting the Data Controller at privacy@fsbusitaliaveneto.it or by contacting the Data Protection Officer at protezionedati@fsbusitalia.it.



VIII. Consent

In this section we ask for your consent to the processing of data

For processing indicated in Par. III - "Processing Purposes", point c:

I consent to the use of my telephone number for the best management of the complaint/report in case of communication difficulties and/or to speed up response times

I consent

I do not consent

Date ____/____/____

Signature_____