

## Privacy Policy

Dear User, we would like to inform you that “Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data” (hereafter “GDPR”) provides that the protection of natural persons with regard to the processing of their personal data is a basic right. Pursuant to article 13 of the aforementioned regulation, we inform you that:

1. **DATA CATEGORIES: Oneshotlab s.r.l.** will process your personal data as follows:
  - Data collected automatically. The information systems and applications used to provide this website, as part of their normal operation, record certain data (the transmission of which is implicit in the use of internet communication protocols) that can potentially be associated with identifiable users. The data collected includes the IP addresses and domain names of the computers used to connect to the website, the URIs (Uniform Resource Identifiers) of the resources requested, the time of the request, the method used to submit the request to the server, the size of the file obtained in response, the numerical code indicating the status of the server’s response and other parameters regarding the operating system, the browser and the user’s IT environment. This data is stored for the time strictly necessary and for the sole purpose of obtaining statistical information about site usage and to monitor its operation. The provision of such data is obligatory because it is directly linked to the web navigation experience.
  - Data supplied voluntarily by the user. The voluntary and explicit sending of emails to the addresses indicated in the various access channels to this website does not require consent, while the submission of any forms prepared specifically for this purpose requires the subsequent acquisition of the sender/user’s address and data in order to respond to the requests raised and/or provide the service requested.
  - Cookies. The website uses technical cookies required for correct website operation. The website uses third party cookies. For more information see the [cookie policy](#).
2. **SOURCE OF PERSONAL DATA:** The personal data in the possession of **Oneshotlab s.r.l.** is collected directly from the interested party.
3. **DATA CONTROLLER:** The data controller is **Oneshotlab s.r.l., in the person of legal representative Marina Ferrando**, who can be contacted at the address Piazza Buonarroti, 32 – 20145 Milan (MI), or at email address [info@oneshotlab.it](mailto:info@oneshotlab.it) and certified email address [oneshotlab@pec.it](mailto:oneshotlab@pec.it).
4. **PURPOSES OF DATA PROCESSING AND LEGAL BASIS:** Your consent provides the legal basis for processing your data, which is performed for the following purposes:
  - to monitor correct operation of the web portal;
  - to manage registrations to receive newsletters;
  - to manage access to the secure area;
  - to manage any user requests.
5. **DATA RECIPIENTS:** Within the limits relevant to the data processing purposes described, your data may be communicated to partners, consulting companies and private operators appointed as Data Processors either to fulfil legal obligations or to perform your specific requests. The Data Processors and the Persons in Charge of data processing are indicated in the Privacy Policy, which is updated periodically.
6. **TRANSFER OF DATA TO FOREIGN COUNTRIES:** The data collected is not subject to transfer to foreign countries.
7. **RETENTION PERIOD:** The data collected will be retained for no longer than is required for the purposes for which it was processed (“retention limitation principle”, article 5, GDPR) or for the period established by law. The obsolescence of the data retained is checked periodically in relation to the purposes for which it was collected.
8. **RIGHTS OF INTERESTED PARTIES:** Interested parties always have the right to ask the Data Controller for access to their data, the correction or deletion of same and the limitation of processing, to object to processing, to request the portability of the data, and to withdraw consent for processing by exercising these and other rights provided by the GDPR, simply by communicating such requests to the Data Controller. Finally, interested parties have the right to lodge a complaint with the privacy authority if they believe that an offence has been committed in connection with the processing of their data.
9. **METHODS OF DATA PROCESSING:** The personal data you have provided will be subject to processing operations in compliance with the above mentioned regulations and confidentiality obligations, which form the basis of the Data Controller’s activities. The data will be processed by computer, on paper and on every other type of suitable media, in compliance with the appropriate security measures set out in article 5, paragraph 1, letter F of the GDPR.

10. This information notice is not to be construed as valid for any other websites that can be visited by clicking on links on websites in the domain of the Data Controller, which shall not be regarded as in any way responsible for third party websites.



## Cookie Policy

### WHAT ARE COOKIES?

Cookies are small text files sent from a website to the user's device (usually to the browser), where they are stored and sent back to the website the next time the same user visits it. A cookie cannot access any other data on the user's hard disk, transmit viruses or acquire email addresses. Each cookie is unique to the user's web browser. Some cookie functions may be delegated to other technologies. In this document the term 'cookie' refers to both actual cookies and all similar technologies. Cookies can be used to record information about users' preferences, like the pages they visit, the files they download or other similar actions performed when moving around our site.

### FIRST OR THIRD PARTY COOKIES

Cookies may be first or third party, where "first party" refers to cookies installed by the website's owner and "third party" to cookies installed by parties other than the website owner.

### TYPES OF COOKIES

There are various types of cookies:

Technical cookies: Technical cookies are used exclusively for the purposes of "performing the transmission of a communication over an electronic communication network, or to the extent strictly necessary for the supplier of an information society service, requested explicitly by the subscriber or user, in order to provide such service" (see article 122, sub-section 1 of the Italian Privacy Code).

They are not used for any other purpose and are normally installed directly by the website's owner or operator. They can be classified as:

- navigation or session cookies, which make it possible to move around and use the website (allowing you, for example, to make a purchase or sign in to secure areas); these cookies are strictly necessary for correct website operation;
- performance cookies, which are similar to technical cookies when used directly by the website operator to collect information in aggregate form about the number of users and how they interact with the website, for the purposes of improving its performance;
- functionality cookies, which allow users to move around the website according to a series of preferences (e.g. the language used and products selected for purchase) in order to improve the service provided. User consent is not required to install these cookies;
- behaviourally targeted advertising cookies: the purpose of these cookies is to create user profiles in order to deliver adverts that are more relevant to you and your interests as revealed by your browsing habits. Your consent is required to use behaviorally targeted advertising cookies. In compliance with provision no. 229 of May 8, 2014, users must be able to give or refuse consent for the installation of behaviorally targeted advertising cookies, if present.

In the case of third party cookies, the website has no direct control over individual cookies (it can neither install them directly nor delete them). You can, however, manage these cookies using your browser settings (see the instructions below) or the websites indicated in the "Cookie Management" section.

### THIRD PARTY PERFORMANCE cookies

We also use performance cookies (Google Analytics) to collect information about how our website is used. These cookies, similar to technical cookies, are processed in aggregate form to monitor the most visited areas of the website, improve its content, make it easier to use and monitor correct operation.

If you don't want your information to be used by Google Analytics, you can install the browser add-on as described by Google at the following URLs:

<https://support.google.com/analytics/answer/181881?hl=it>

<https://tools.google.com/dlpage/gaoptout>

The installation of this add-on prevents the Google Analytics Javascript code (ga.js and dc.js) running on a website from sharing information with Google Analytics about what you do when you visit our website.

### COOKIE DURATION

The duration of cookies is regulated by the expiry date set at the time of installation or by a specific action like closing the browser. Cookies can be:

- session cookies, which are used to store temporary information and link actions performed during a specific session, and are removed from the computer when the browser is closed;
- persistent cookies, which are used to store information like the user's name and password, so it doesn't have to be re-entered every time the user visits a particular site. These cookies are stored on the computer even after the browser is closed.

So-called session cookies are not stored when the connection to the website is terminated. The IT systems used for this website set third party cookies to analyse performance that may be stored persistently in the user's browser.

### COOKIE MANAGEMENT

You can deactivate the cookies on the website by downloading special software for your browser, like Ghostery (<https://www.ghostery.com/en/try-us/download-add-on/>), and by disabling the use of individual cookies. Or alternatively you can open a "private window" to browse anonymously without leaving any trace of your browsing history. The only purpose of this function is to prevent the storage of your browsing history.

Alternatively, you can disable/delete cookies by going to your browser's settings. Below are links to the settings pages of several popular browsers:

#### Chrome

For more information visit the dedicated page (<https://support.google.com/accounts/answer/61416?hl=en>)

#### Mozilla Firefox

For more information visit the dedicated page (<https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>)

#### Internet Explorer

For more information visit the dedicated page (<https://support.microsoft.com/it-it/help/17442/windows-internet-explorer-delete-manage-cookies>)

#### Microsoft Edge

For more information visit the dedicated page (<https://privacy.microsoft.com/it-IT/windows-10-microsoft-edge-and-privacy>)

Safari 6 Per maggiori informazioni visita la pagina dedicata ([https://support.apple.com/kb/PH17191?locale=it\\_IT](https://support.apple.com/kb/PH17191?locale=it_IT))

#### Safari iOS (mobile devices)

For more information visit the dedicated page (<https://support.apple.com/en-us/HT201265>)

#### Opera

For more information visit the dedicated page (<http://www.opera.com/help/tutorials/security/privacy/>)