

Dear customer,

In accordance with UE REG 679/2016 (GDPR) – D.lgs. n.196/2003 (code regarding personal data protection), AIA S.p.A informs you that the processing of data you provided will be correct, lawful, transparent and respectful of your privacy and rights.

According to Article 13 of the legislation, we inform you about:

PURPOSES OF YOUR PERSONAL DATA PROCESSING

Personal data are processed in order to satisfy the **Prior Permission Request (PPR)** and the related services, and to propose commercial offers under your expressed request. Furthermore we use them to manage all the pre-contractual and contractual steps of the abovementioned services, included the administrative-accounting management and payments and, eventually, to respect national and international legal obligations in addition to the application of the rules and of the proceedings set out in the Regolamento di Scalo of Ancona International Airport in Falconara (you can download it from <https://www.ancona-airport.com/airport-regulations/regolamento-di-scalo>)

OWNER AND MANAGEMENT OF YOUR PERSONAL DATA

AIA S.p.A. based in Piazzale Sordoni snc – Falconara Marittima, Ancona, as the owner of data processing, collects and process your personal data provided with the attached models for specific services that you can ask for through paper, automatic and telematic way and strictly connected to the abovementioned purposes. The Owner of the processing has nominated data processing Managers (you can ask for a list to the above- indicated address). The Owner of the processing and Managers can provide data to satisfy the possible demands from the judicial authority or another public authority that can ask for this information.

Data you provided will be kept for the time we need to fulfill the submitted requests, except the case in which the customer asks for cancellation or modification of data. However, your data can be totally or partially kept to respect specific legal obligations.

CONSEQUENCES OF THE EVENTUAL ABSENCE OF DATA AND ABSENCE OF THE CONSENT TO PROCESSING

Giving your personal data is always optional. However, if you do not fill the sections indicated by * in the attached e-mail format and in the potential following documents for data collection, the service or a part of it cannot be granted and you cannot enjoy the services you asked for.

YOUR RIGHTS

You have the rights quoted in Article 15 and ss. GDPR and so you can:

- obtain: the proof of the existence or non-existence of your personal data in addition to the indication of: a) categories and origin of processed personal data; b) purposes of the processing and retention period namely criteria to determine this period; c) hypothesis in case of automated processing to evaluate your personal habits (such as life and consumption preferences, interests, attitude and job performance), also receiving exhaustive information about the processing arrangement and about the consequences that can affect you;
 - obtain: a) the update, correction, cancellation, restriction of processing in accordance with Article 18 GDPR b) the proof that those to whom data have been communicated or diffused come to know the abovementioned procedures even for what concerns their content, except for the case in which this fulfillment is impossible or involves an excessive use of means if compared to the protected right;
 - go totally or partly against a) your personal data processing for legitimate reasons, even if the owner has a legitimate interest in processing; b) your personal data processing for direct marketing purposes, at any time.
 - Have the right, within the limits of Article 20 GDPR, to the transmission of your data to another processing Owner;
- However, your rights are subject to the restrictions of Article 2 – eleventh of the Privacy Code (for example for purposes of crimes prevention, of justice and defence of the State) but anyway you have the right to contact the Guarantor Authority for your personal data protection and to propose judicial appeal.

HOW YOU CAN EXERCISE YOUR RIGHTS

You can exercise your rights at any time sending an email to dpo@ancona-airport.com

WHO CAN COME TO KNOW YOUR DATA

Your data can be discovered by:

- the owner's employees and co-workers who are in charge and/or responsible for the processing;
- consultants appointed by the Owner who need to process your personal data for their tasks in performance of the ended contract, in accordance with the consent you gave that is in fulfilment of a specific interest of the Owner;
- third parties who carry out outsourcing activities on behalf of di Owner giving specific services as Managers of the Processing ex art. 28 GDPR. You can contact the company at dpo@ancona-airport.com for updated information about names and references of the Managers of the Processing;
- Judicial or supervisory authorities, administrations, national and foreign public institutions and bodies in accordance with legal provisions and previous licit formal request by these subjects.

PPR DEMAND

To: Delta Aerotaxi S.r.l.
 e-mail: ancona@delftaflr.it
 tel.: +39 071 9257966

cc: AIA S.p.A.
 e-mail: ops@ancona-airport.com

From:
 Company name:
 Tel:

The information within this document and its attachments can be confidential and they are still exclusively aimed at people or companies above indicated. The spread, distribution and/or copying of the document transmitted by any person different from the receiver is prohibited both under article 616 c.p. , and D. Lgs. n. 196/2003.

If you have received this message by mistake, please destroy it and immediately inform us calling +39 071 2827202.

Date*:						
A/C reg.*			A/C type*		Call Sign	
MTOW*						
Capacity A/M (Nr. Available seats per passenger)*						
Length A/M* (mt)				Wings width* (mt)		
Type of flight*	Private <input type="checkbox"/>	Aerial work <input type="checkbox"/>	School <input type="checkbox"/>	Taxi <input type="checkbox"/>	Ambulance <input type="checkbox"/>	Other.. <input type="checkbox"/>
Arrival date*						
Arrival time* (UTC)						
Provenance* (cod. ICAO o IATA)						
n. of incoming passengers*						
n. of incoming flight						
Particular incoming items						
Departure date*						
Departure time*(UTC)						
Destination* (cod. ICAO o IATA)						
n. of departing passengers*						
n. of departing flight						
Particular departing items						

Company name*:	
Address*	
Tel*	
E-mail*	SITA
Detail Credit Card*	
Notes:	

** data marked are obligatory*

I confirm that I have read and understood the report attached to this document and I unreservedly accept its content. Therefore I authorize AIA SpA to process the abovementioned data for the purposes listed in the report.

Date _____

Signature _____

I confirm that I have read and I unreservedly accept all the rules and proceedings listed in the **Regolamento di Scalo dell'Aeroporto di Ancona-Falconara****.

Date _____

Signature _____

**see normative arrangements referred to in Law 265/04 and to the Legislative Decrees n. 96/05 and 151/06- reforming the Navigation code aeronautical section