# TERMS AND CONDITIONS FOR THE ACCESS AND USE OF THE PALOMA APPLICATION

#### ARTICLE 1 – AIM

"Paloma" is the application owned by the Agenzia del Demanio (Italian Public Property Agency) with the purpose of collecting information and monitoring properties or parts of properties available on the market for the Agency and public administration, offered for lease as to the requirements of the government authorities. The property added may be offered for lease alone, or lease and sale.

The accessing and uploading of property offers in the system is subject to the terms and conditions in the following articles.

Users are obliged to comply with these conditions, which take effect from the moment they are agreed to, and remain valid indefinitely, unless there are any changes.

## ARTICLE 2 - REQUIREMENTS AND REGISTRATION METHOD

Only property owners or property managers (individuals or public and private legal persons), or regional or local authorities and non-territorial authorities may access and register on the system.

To access the system, the user must register by first completing the electronic form provided on the website, including all the information and documents requested, undertaking from the start to supply any data, information or documents that are considered useful or necessary by the Agency, and accepting all the conditions imposed for access to the system. Once registration has been completed, the registrant becomes the user within the meaning of and for the purposes of these terms and conditions. Once registration has been verified, the user can access the system with the username and password chosen.

# ARTICLE 3 - OBLIGATIONS AND RESPONSIBILITIES OF THE USER

The user agrees and warrants, for all legal intents and purposes, that all the information provided by him/her, whether relating to personal data, or the features of the property, is true, accurate, current and not misleading.

The user therefore undertakes to:

- Not provide false information, both regarding personal data, and data and features relating to the property.
- Not send or otherwise publish unauthorized commercial communications.

The user also guarantees that all the abovementioned information, including photographic content and information of any type, are the user's sole property and free of any publishing restriction, copyright or other third party's right.

The user agrees and warrants that the personal data contained in the information was obtained in compliance with Legislative Decree June 30 2003, no. 196 "Personal Data Protection Code" as subsequently amended, and that any subjects and/or interested parties of the data have given their express consent for its processing and communication and/or circulation, implicit or as a result of uploading on the Paloma portal, with the Agency exempt from the obligation to request consent from subjects/interested parties for such processing.

The username and password are strictly personal and the user undertakes to safeguard them and keep them secret, refusing others the use thereof, and notifying the Agency in good time of any theft, loss or possible unauthorized use of his/her information.

# ARTICLE 4 - USE OF DATA BY THE AGENCY

Property or partial property offer entries on the Paloma system can only be viewed by authorized staff from the Agency and government authorities involved in researching properties to use for lease.

In short, from the outset the user expressly authorizes the Agency to use and disclose content uploaded to the platform, for use by third parties for the specific purposes mentioned in article 1 above, with specific authorization to do so, without the need for any further authorization from the owner.

The insertion of property offers on the portal has the sole function of enabling the aims set out in article 1. No right shall be acquired by the user, it does not constitute a binding offer and it in no way binds the Agency or government authorities. The Agency reserves the right, at its absolute discretion, to request further documentation without this constituting negotiations.

Where there is concrete interest, the authority involved will proceed under the current regulations in selecting a property.

## **ARTICLE 5 - PROPOSAL DURATION**

The property offer will be valid for 6 months from the date of insertion (for users registered as "Individuals" and "Legal persons") and 3 months from the date of insertion (for users registered as "Non-territorial authorities" and "Regional or local authorities", as well as regional or local authorities registered as "Legal persons" in order to offer the property at market rent).

The user, with express agreement recorded in the system, undertakes to:

- Maintain the validity of the offer for the duration stated
- Keep the information entered up-to-date
- Fill in the optional fields for the Agency's interest
- Bring the property in line with current legislation, where necessary

# <u>ARTICLE 6 – TERMINATION</u>

The Agency reserves the right to forbid access to the "Paloma" application, on a permanent or temporary basis, upon written communication by email to be sent to the user with notice of at least 5 days in the following cases:

- Verified nontruth or incorrectness of statements, data or information provided
- Misuse, improper or detrimental use of the Account
- Failed or incorrect use of IT tools

The user is liable for damages resulting from any violation of the obligations arising from the conditions relating to the use of the "Paloma" application.

#### ARTICLE 7 – PRIVACY AND PROTECTION OF PERSONAL DATA

Users' personal data will be processed in accordance with the Agency's privacy protection rules.

Prior to disclosing personal data, users are invited to read the footnote made pursuant to article 13 of Legislative Decree 196/03.

# INFORMATION NOTICE - RULES FOR THE PROTECTION OF PRIVACY

The following information is pursuant to Article 13 of Legislative Decree June 30 2003, no. 196 – governing regulation on the protection of personal data:

# Processing methods and nature of the provision of data

Agenzia del Demanio (Italian Public Property Agency), with headquarters at 38 Via Barberini in Rome, controller of the data provided for registration on the "Paloma" database, informs, pursuant to article 13 of Legislative Decree 196/03, that such personal data, of which is ensured the maximum privacy and security under the abovementioned regulation, rules and EU legislation, will be processed and communicated using electronic or computerized means if required, directly and/or through third parties - such as the management company of the tax information system under which the Agency operates - solely for the purposes connected to the statutory aims of the Agency, and the use of the requested service.

These aims may relate to carrying out market research or surveys concerning properties for lease or lease and sale as to the allocation requirements of government authorities as mentioned in article 1 of the Terms and Conditions for access to the database.

Any data collected by the Agency may be used for research and statistical purposes.

# Nature and limits of data supply

The provision of personal data is required to gain access to the "Paloma" database.

The refusal to provide data will make it impossible to complete registration and access the database.

The data provided will only be processed with methods and procedures strictly relevant to the purposes stated in this note.

# **Communication of data**

The Agency will provide a detailed list of persons appointed with responsibility for processing, and third parties to whom the personal data may be communicated, on the express request of the interested party.

Requests should be sent to email address: dg.paloma@agenziademanio.it

#### Rights under article 7 of Legislative Decree 196/03

The following rights derived from article 7 of Legislative Decree 196/03, may be exercised in relation to the processing, of which the Agency is controller, which, for convenience, is reproduced here in its entirety:

- 1. The interested party is entitled to receive confirmation as to whether or not data relating to him/her exists, even if not yet recorded, and the communication of this data in an intelligible form.
- 2. The interested party has the right to obtain information as to:
  - a) The origin of the personal data
  - b) The purpose and method of processing
  - c) The logic applied where data is processed with the aid of electronic equipment
  - d) The identifying details of the controller, managers and designated representative pursuant to article 5, paragraph 2
  - e) The persons and categories of persons to whom the personal data may be communicated, or who may gain knowledge of it, as designated representatives within the territory of the state, managers or processors.
- 3. The interested party has the right to obtain:
  - a) The updating, rectification, or, if sought, the integration of the data
  - b) The cancellation, conversion into anonymous form, or block of data processed unlawfully, including that which is not required to be stored in relation to the aims for which the data was collected and then processed
  - c) Proof that the operations referred to in a) and b) have been disclosed, also as regards their content, to those to whom the data was communicated and divulged, except in the case that such compliance proves impossible or involves a use of resources manifestly disproportionate to the right safeguarded
- 4. The interested party has the right to oppose, in whole or in part, for legitimate reasons to:
  - a) The processing of personal data relating to him/her as well as relevant to the purpose of collection
  - b) The processing of personal data relating to him/her for the purposes of sending publicity material, direct sales, or for carrying out market research or commercial communication.