

## Supplier Data Processing

| Basic Data                     |                                                                                                                                                                                                                                        |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Controller:</b>             | AMICOS                                                                                                                                                                                                                                 |
| <b>Purpose:</b>                | Manage the provision of contracted services                                                                                                                                                                                            |
| <b>Legal Basis:</b>            | Performance of a contract                                                                                                                                                                                                              |
| <b>Recipients:</b>             | Data transfers are planned to: Tax Administration; Financial entities.                                                                                                                                                                 |
| <b>Rights:</b>                 | You have the right to access, rectify, and delete data, as well as other rights, as indicated in the additional information, which you can exercise by contacting<br>RAMON@NOSSOLUCIONS.ES or C/ CARCASÍA Nº38, 15200-NOIA (A CORUÑA). |
| <b>Source:</b>                 | The data interested party                                                                                                                                                                                                              |
| <b>Additional Information:</b> |                                                                                                                                                                                                                                        |

### Complete Information on Data Protection

#### 1. Who is responsible for processing your data?

AMICOS

G15747678

LUGAR COMOXO Nº2 A - 15938 - BOIRO - A CORUÑA

981865716

ADMINISTRACION@AMICOS.ORG

##### 1.1. Contact details of the Data Protection Officer (DPO):

RAMON SANTOS PEREZ

C/ CARCASÍA Nº38, 15200-NOIA (A CORUÑA)

RAMON@NOSSOLUCIONS.ES

**2. For what purpose do we process your personal data?**

At AMICOS, we process the information provided by interested parties to manage the administrative, accounting, and tax services contracted, as well as contact persons. If you do not provide your personal data, we will not be able to fulfill the described purposes.

No automated decisions will be made based on the data provided.

**3. How long will we keep your data?**

Data will be kept as long as the data subject does not request its deletion, and in any case, for the necessary years to comply with legal obligations.

**4. What is the legal basis for processing your data?**

We indicate the legal basis for processing your data:

- Performance of a contract: Manage the administrative, accounting, and tax services contracted, as well as contact persons.

**5. To whom will your data be communicated?**

- Data will be communicated to the following recipients:
  - Tax Administration, to comply with legal obligations (legal requirement).
  - Financial entities, to make the corresponding payments (contractual requirement).

**6. Data transfers to third countries**

Data transfers to third countries are not planned.

**7. What are your rights when you provide us with your data?**

Any person has the right to obtain confirmation about whether AMICOS is processing personal data concerning them.

Interested parties have the right to access their personal data, as well as to request the rectification of inaccurate data or, where appropriate, request their deletion when, among other reasons, the data is no longer necessary for the purposes it was collected. They also have the right to data portability.

In certain circumstances, interested parties may request the limitation of the processing of their data, in which case we will only keep them for the exercise or defense of claims.

In certain circumstances and for reasons related to their particular situation, interested parties may object to the processing of their data. In this case, AMICOS will stop processing the data, except for compelling legitimate reasons or the exercise or defense of possible claims.

You may exercise your rights by contacting  
RAMON@NOSSOLUCIONS.ES or C/ CARCASÍA N°38, 15200-NOIA  
(A CORUÑA).

When commercial communications are sent based on the legitimate interest of the controller, the data subject may object to the processing of their data for that purpose.

If you feel that your rights regarding the protection of your personal data have been violated, especially if you have not obtained satisfaction in the exercise of your rights, you can file a complaint with the competent Data Protection Authority through its website: [www.aepd.es](http://www.aepd.es).

## **8. How did we obtain your data?**

The personal data processed at AMICOS comes from: From you, through your consent.

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