#### PRIVACY AND DATA PROTECTION POLICY

BARROS & MATIAS SA (hereinafter referred to as BARMAT for short), with registered offices at Avenida da Estação, no. 10; Oiã Industrial Zone; 3770-068 Oiã; Portugal is committed to protecting user privacy. This privacy statement explains the data collection and use of website procedures and aims to inform its users/clients of the general rules for processing personal data. By accessing the website we consider that users are aware of the policies contained in this privacy policy.

BARMAT values and respects the privacy of its Customers, potential Customers and third parties that interact with it, establishing this Privacy Policy, committing to comply with the highest standards of security and privacy and ensuring that personal data is processed in accordance with its purposes and the rights enshrined in legislation, in a lawful, loyal, transparent manner and limited to authorized purposes, ensuring the accuracy, integrity and confidentiality of personal data, guided by the legal principles in force in the area of privacy and protection of personal data, namely the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council – General Data Protection Regulation (GDPR) – and other applicable legislation on privacy and data protection, including national legislation which complements the GDPR.

The rules set out in this Privacy Policy complement the provisions on personal data, set out in the contracts signed with BARMAT.

#### RESPONSIBLE FOR THE TREATMENT

BARMAT is responsible for processing the personal data of its Customers and/or potential customers and third parties that interact with it, insofar as it provides services and supplies goods and is the one who decides what data is collected, the means of processing the data and for what purposes they are used, and can be contacted by telephone, postal mail and email to:

BARMAT - Barros & Matias SA

Avenida da Estação, no. 10; Oiã Industrial Zone; 3770-068 Oiã; Portugal

Telephone: +351 234 729 600

Email : info@barmat.pt

#### **PERSONAL DATA**

Personal data means any information, of any nature and regardless of its support, relating to an identified or identifiable natural person (a person who can be identified directly or indirectly, namely by reference to an identification number or a one or more specific elements of their physical, physiological, psychological, economic, cultural or social identity).

### PURPOSES AND LEGAL BASIS FOR PROCESSING

The purposes of processing data collected by BARMAT are to conclude contracts for the provision of goods and services made available and contracted by Customers or potential Customers, to respond to requests and requests from customers/users or to manage the contractual relationship through the use of postal mail, email and telephone. The data collected may also be processed for promotion or marketing actions, namely to promote actions to disseminate information, new products, commercial offers and services via e-mail, telephone or post. The processing of personal data carried out by BARMAT will always be based on one or more of the legal bases, established in the General Data Protection Regulation – 2016/679 (GDPR) and other applicable legislation on privacy and data protection, including national legislation that complements the GDPR, with the legal foundations mainly used by BARMAT being the following:

- Consent of the data subject, in accordance with Article 6.º no. 1 (a) of the GDPR, whenever consent is given to the processing of personal data (such as for direct marketing purposes, among others), the processing will be carried out under strictly agreed terms. The data subject may withdraw consent at any time, without such revocation affecting the treatments carried out while said consent was in force.
- Execution and/or management of the contract or other pre-contractual measures, within the scope of Article 6.º no. 1 subparagraph b) GDPR, which includes, in particular, the processing of personal data carried out for the purpose of maintaining the relationship BARMAT's contractual agreement with the Customer or potential Customer and/or data subject and to allow the provision of services, execution of contracts and processing of orders as well as all necessary actions within the scope of conducting and managing BARMAT's activity.

## **RIGHTS OF PERSONAL DATA SUBJECTS**

Under the Personal Data Protection Law, the data subject is guaranteed the right to access, update, rectify, limit or delete their personal data, at any time, as well as the right to object to the use of the data provided. for marketing purposes (not compromising the lawfulness of the processing carried out based on previously given consent), which you can do through the contact details provided. The data subject is also guaranteed the right to lodge a complaint with the competent supervisory authority, in the national case, the National Data Protection Commission.

In order to exercise any of the aforementioned rights or obtain any clarification related to this Privacy Policy, you may send a written request addressed to BARMAT – Barros & Matias, Avenida da Estação, n.º 10 Zona Industrial de Oiã 3770-068 Oiã or by email <a href="mailto:info@barmat.pt">info@barmat.pt</a> describing the respective request.

### TRANSFER OF PERSONAL DATA OR USE BY THIRD PARTIES

The provision of certain services by BARMAT may occasionally involve the transfer of personal data outside of Portugal, but in this case the applicable legal provisions will be observed, particularly regarding the determination of the suitability of such country with regard to the protection of personal data, and the requirements applicable to such transfers. BARMAT, within the scope of its activity, may use subcontracted entities to provide certain services, and this provision may imply access, by such entities, to personal data entrusted to it. Whenever this happens, BARMAT takes appropriate precautions to ensure that the subcontracted entities with access to the data are reputable and offer all the necessary guarantees to protect the personal data of the holders of said data. BARMAT may also communicate personal data to third parties, that is, to entities that will use the data for their own purposes. In cases where such communication may occur, namely by legal provision, the respective data subject will be duly informed. Under legal terms, BARMAT may also be obliged to provide the personal data of data subjects to Portuguese governmental or judicial authorities.

## NON-PERSONALLY IDENTIFIABLE INFORMATION

BARMAT also collects non-personally identifiable information to track data, such as the number of visits to the website. We use this information to understand how our visitors use the website and so that we can improve the website and the services we offer.

### **USE OF IP ADDRESSES**

BARMAT or third parties, acting on our behalf, may collect IP addresses for systems administration purposes and to audit website usage. IP addresses are not linked to personally identifiable information and users remain anonymous. However, we may use IP addresses to identify users of

the website when necessary to enforce compliance with the website's terms and conditions of use or to protect our service, website or other users.

#### PERSONAL DATA RETENTION PERIODS

The period of time for which data is stored and preserved varies according to the purpose for which the information is processed. In cases where there is no specific legal requirement, the data will be stored and preserved for the minimum period necessary for the purposes that motivated its collection or processing or for the period of time authorized by the National Data Protection Commission.

#### **SECURITY MEASURES**

BARMAT adopts several security measures, of a technical and organizational nature, in order to protect the personal data that is made available, namely against its dissemination, loss, misuse, alteration, processing or unauthorized access, as well as against any other form of illicit treatment. BARMAT Employees are obliged to commit to confidentiality and absolute secrecy regarding the data to which they will have access, committing to use them within the strict purpose for which they were collected.

## **PRIVACY POLICY UPDATE**

This privacy policy may undergo changes over time - also related to the eventual entry into force of new sectoral regulations, the update or provision of new services or technological innovations - so the user/visitor is invited to periodically consult this page .

# **COOKIE POLICY**

#### WHAT IS A COOKIE

A Cookie is a code that a website installs on our Internet access devices.

## HOW COOKIES ARE USED ON OUR WEBSITE

Cookies are an essential part of the functioning of this website. The main purpose of our Cookies is to improve the user's search experience.

We may use Cookies that allow us to adapt the website to the user's tastes and preferences and present promotions and product offers that may be of interest to you as a user.

This site uses Google Analytics which is one of the most widespread and trusted analytics solutions on the web that helps us understand how you use the site and how we can improve your experience. These cookies may track information such as how long the user spends on the website and the pages visited so that we can continue to produce content that is attractive to the user.

We use advertisements to offset the costs of running this website and to enable funding for its further development. The behavioral advertising cookies used on this site ensure that we provide you with the most relevant advertisements, where possible anonymously, by tracking your preferences and displaying similar information that may be of interest to you.

### **HOW CAN YOU MANAGE COOKIES**

All browsers allow the user to accept, refuse or delete cookies, namely by selecting the appropriate settings in the respective browser. You can configure cookies in the "options" or "preferences" menu of your browser.