



Reimbursement Request Form

REGISTERED MEMBER:

SEAFARER ADMINISTRATIVE EMPLOYEE OR WORKER TRADE UNION OFFICER RETIREE

POSITIONCOMPANY.....CATEGORY

SURNAME.....NAME.....

BORN IN.....DATE OF BIRTH

ADDRESS POSTAL CODE..... CITY.....

TEL MOBILE EMAIL

IBAN Account holder

Reimbursement Request - New Claim - Continuation of Claim - Closure of Claim

For the member or for a family member

(Please send an updated Family Status Certificate, required to extend healthcare coverage to the entire family unit.)

PRIVATE HOSPITALIZATION

PUBLIC HOSPITALIZATION

SPECIALIST CONSULTATIONS

DIAGNOSTIC TESTS

PRESCRIPTION GLASSES

ORTHOPEDIC PROSTHESES / MEDICAL AIDS

REHABILITATIVE PHYSIOTHERAPY TREATMENTS

DENTAL CARE

OTHER



The following documentation is attached:

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DOCUMENTATION MUST BE SUBMITTED WITHIN 30 DAYS OF THE FIRST MEDICAL PRESCRIPTION

Important:

- Use one form (including photocopies) for each request and each individual.
- Copies of invoices must be self-certified with the statement: 'true copy of the original in my possession'.
- Original invoices are required only for private hospitalizations.
- The Fund may, at its sole discretion, request the original documentation at any time for verification purposes. In the event of false or forged documents, the Fund will immediately notify the competent judicial authorities for the necessary investigations and the assessment of any criminal liability.

Date

Signature



PRIVACY POLICY
pursuant to the provisions of article 13 et sequitur of Regulation (EU) 2016/679 of the European Parliament and Council ("GDPR")

Introduction

The *Fondo Assistenza Nazionale Integrativa Marittimi* (National Supplementary Maritime Assistance Fund - "Fanimar") is a non-profit Fund whose scope is to provide to Workers and Pensioners ("**Members**") social services, above all healthcare services, to supplement the Italian NHS, including healthcare services in general.

Fanimar undertakes to protect the privacy and confidentiality of the Personal Data it collects and processes in the context and for the proper execution of its institutional purposes, such as that of promoting, implementing and providing to its members (the "**Data Subjects**"): i) healthcare services; ii) services other than healthcare services such as assistance services; iii) financial subsidies (the "**Services**"). The Services offered by Fanimar essentially consist of: i) Services provided through Insurance Companies, with which Fanimar enters into specific agreements and ii) Services provided directly by Fanimar.

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This Privacy Policy describes how and for what purposes Fanimar collects, uses, consults and processes Personal Data, and the rights of the Data Subject pursuant to the applicable Privacy Law.

The details of the data processors who process the Personal Data Fanimar collects are indicated below

DATA CONTROLLER: Fanimar Assistance Fund

Via Milano 40 C/3, 16126 Genoa, Tel: 010.2518524, Fax: 010.2469079 E-mail: privacy@fanimar.it

DATA PROTECTION OFFICER: Lawyer Ms. Federica Rambaldi

Via Uberto Visconti di Modrone 28 20122 Milan, Tel: 02 56567604, Fax: 02 56567607 e-mail: dpo@rbtlegal.it

CATEGORIES OF DATA SUBJECTS

In order to provide its services correctly, Fanimar may collect, use, consult and, more generally, process Personal Data relating to the following Data Subjects:

- natural persons registered with the Fund
- the family of the member of the Fund, even if the same are surviving dependants ("**Family Unit**")
- pensioners
- beneficiaries (natural persons) of the coverage, other than the above

CATEGORIES OF PERSONAL DATA

In order to provide its services correctly, Fanimar may collect, use, consult and, more generally, process the following Personal Data of the Data Subjects:

- **Personal details:** tax code, name and surname, date of birth, registered residence, gender, family relationship
- **Contact details:** telephone number, fax number, e-mail address, residential address, domicile
- **Main Data of the employment contract that associates the Data Subject to the employer Member:** contractual and/or employment relationship, job classification
- **Identification details:** identification issued by government bodies or agencies (for example, depending on the country of residence of the Data Subject, the social security number or national number, passport number, ID card number, tax code, driver's license number)
- **Financial information:** number of the payment card, account number and bank details, income and other financial information
- **Insured risk:** information on the insured risk containing Personal Data



- **Health data:** health data, such as data that disclose past, present or future physical and/or mental health conditions, information on accidents, (risk of) illness or disability, medical treatment, examinations and check-ups, personal habits such as smoking or drinking, information on medicines available only with a prescription, case history.

HOW WE COLLECT PERSONAL DATA

In order to provide its services correctly, Fanimar may collect the Personal Data of the Data Subjects:

- directly from the Data Subject when the same: (i) registers; (ii) submits a direct/indirect application for the reimbursement of medical expenses
- from specialists (including medical examiners), experts, lawyers, accountants
- from other parties involved in the management of the Services, with which Fanimar holds contracts and/or Special Agreements (Insurance companies, service companies, healthcare facilities)

by telephone, e-mail, postal documents, hand-delivered documents.

In order to meet applications for the direct/indirect reimbursement of medical expenses of the Data Subject, Fanimar needs to collect, use, consult and, more generally, process the Health Data of the same. In order to process the Personal Data correctly, Fanimar requires the express consent of the Data Subject; failing which, Fanimar cannot process such data and will therefore not be able to provide the Services.

Fanimar will accordingly provide prior specific and adequate information to the Data Subjects, and will obtain the express consent of the Data Subject. (see section below CONSENT and WITHDRAWAL)

CATEGORIES OF RECIPIENTS OF YOUR PERSONAL DATA

In order to provide its services correctly, Fanimar may disclose the Personal Data of the Data Subjects to the following categories of recipients:

- Data Processor
- Specialists (including medical examiners), experts, lawyers, accountants
- Parties involved in the management of the Services, with which Fanimar holds contracts and/or Special Agreements (Insurance Companies, service companies, healthcare facilities, banks, consulting firms and insurance brokers)
- Employers
- Public Authorities, Supervisory Authorities and the Tax Authorities

PURPOSE OF THE PROCESSING OF PERSONAL DATA AND LEGAL BASIS OF PROCESSING

Fanimar processes the Personal Data of the Data Subjects in compliance with the provisions of the GDPR and Italian Legislative Decree 193/2003 as amended.

This section defines the purposes for which Fanimar collects, uses and, more generally, processes Personal Data, and describes how the data collected are shared and indicates the “legal basis” of processing. Should Fanimar intend to further process the Personal Data for purposes other than those for which the same are collected, prior to such processing, it should provide to the Data Subject information on such purposes and any additional information that may be required, as set forth by the GDPR.



Personal Data are processed to fulfil institutional purposes, or to provide Services to the Data Subjects pursuant to the membership with Fanimar of a Member and the consent given by the Data Subject for the particular categories of Personal Data (health data) for which this is required pursuant to the GDPR (see section below CONSENT and WITHDRAWAL).

Personal Data may be processed to defend and protect the legitimate interests of Fanimar in legal proceedings, or when this is required in order to comply with obligations set forth by applicable laws and regulations.

For more information about the purposes for which Personal Data are processed, please read Fanimar's membership documents and contracts.

CONSENT AND WITHDRAWAL

Fanimar may not process Personal Data which disclose health data, without the express consent of the Data Subject, that may however be necessary to execute jointly signed insurance contracts with the Insurance Company in favour of the Data Subject or to make refunds or pay out the subsidies provided directly by Fanimar. Without the express consent of the Data Subject, Fanimar will be unable to process such data and will consequently not be able to fulfil its contractual obligations. Consent to the processing of such Data expressly authorizes the Data Controller to share such data with the Data Processor and other Joint Data Controllers.

The Data Subject shall have the right to withdraw its consent to the processing of such Data at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. If the Data Subject withdraws its consent, Fanimar will be unable to fulfil its statutory and regulatory obligations, and the Services will therefore be suspended immediately.

AUTOMATED DECISION-MAKING PROCESSES, INCLUDING PROFILING

Pursuant to article 22 of the GDPR, Fanimar does not use automated individual decision-making processes. Should Fanimar decide to use such processes in specific cases, it will inform the Data Subject accordingly, as set forth by applicable National and European Privacy Laws. Fanimar does not process data to evaluate personal aspects (known as profiling).

SECURITY

Fanimar uses physical, electronic and procedural security measures appropriate to the sensitivity of the Personal Data held by the same. Such measures may vary according to the level of sensitivity, format, location, quantity and method of distribution and retention of the Personal Data, and include measures to protect Personal Data against unauthorized access. Security measures used include, as appropriate, SSL encryption of communications, encryption of stored data, firewalls, access control, separation of functions and other similar security protocols.

Access to Personal Data shall be allowed only to personnel and third parties who need to access such data for appropriate and legitimate business purposes, or reasons related to the institutional objectives of Fanimar.

LIMITS TO COLLECTION AND RETENTION

Fanimar processes Personal Data (collection, use, disclosure etc.) to fulfil specific contractual and membership obligations, within the limits set forth by applicable National and European Privacy Laws. Should Fanimar need to process Personal Data for purposes other than those indicated by this Privacy Policy, the same will inform the Data Subject of such different additional purposes and will request the consent of the Data Subject, should this be required.



Personal Data are retained for the length of time required to comply with contractual and membership obligations and to comply with the legal obligations of Data Subjects and any other persons involved in processing, including any other permitted or related purposes and pursuant to the provisions of the applicable law.

When the Personal Data are no longer required to comply with contractual, membership and legal obligations, Fanimar will transform the same to anonymous form (thus retaining and further using such anonymised data) or shall delete the same in a secure manner, unless further processing is required (for a limited period of time) for the following purposes: compliance with retention periods set forth by commercial and tax laws.

ACCURACY, RELIABILITY, TRANSPARENCY

Fanimar warrants that the Personal Data will be processed in an accurate, complete and updated manner at all times.

Data Subjects may contact Fanimar on e-mail address privacy@fanimar.it to update their Personal Data.

Any questions about Fanimar's privacy practices should be addressed to the Data Protection Officer ("DPO") on e-mail address: dpo@rbtlegal.it.

RIGHTS OF THE DATA SUBJECT

All Data Subjects, namely the natural persons to whom the Personal Data refer, have the following rights as regards the protection of Personal Data, which may be exercised against the Data Controller, by sending an email to: privacy@fanimar.it or a registered letter with acknowledgement of receipt to the registered offices of Fanimar, at Via Milano 40 C/3 16126 Genoa:

- Right of access (article 15 of the GDPR, i.e. the right to request how Personal Data are used and processed),
- Right to rectification (article 16 GDPR i.e. the right to rectify inaccurate Personal Data),
- Right to erasure (article 17 GDPR the right to have Personal Data erased if the legal basis for processing no longer exists or if the Data Subject withdraws consent),
- Right to restriction of processing (article 18 GDPR i.e. the accuracy of the Personal Data is contested by the Data Subject, and restriction of processing of the Personal Data is performed for a period enabling the controller to verify the accuracy of the Personal Data),
- Right to data portability (i.e. the Data Subject shall have the right to receive and transmit to another controller) the Personal Data retained (article 20 of the GDPR),
- Right to object (article 21, paragraphs 1 and 2, of the GDPR "1. *The Data Subject shall have the right to object, on grounds relating to his or her particular situation, at any time to processing of Personal Data concerning him or her which is based on point (e) or (f) of Article 6(1), including profiling based on those provisions. The data controller shall no longer process the Personal Data unless the controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the Data Subject or for the establishment, exercise or defence of legal claims.* 2. *Where Personal Data are processed for direct marketing purposes, the Data Subject shall have the right to object at any time to processing of Personal Data concerning him or her for such marketing, which includes profiling to the extent that it is related to such direct marketing*"),
- the right to withdraw consent to the processing of Personal Data, as better specified by the previous paragraph "CONSENT AND WITHDRAWAL".

These rights are subject to certain exemptions in order to protect public interests (for example, the prevention or prosecution of criminal offences).



Fanimar undertakes to respond to most of the requests received to exercise the above rights within 30 days from receipt at the addresses indicated in this Privacy Policy.

Should Fanimar and the DPO be unable to provide an appropriate response to a request for explanations or complaint, the Data Subject may file a claim with the Italian Data Protection Authority (Public Relations Office), Piazza di Monte Citorio no. 121 - 00186 Rome Phone: (+39) 06.69677.2917 E-mail: urp@gdpd.it.

For any further questions or requests relevant to this privacy policy, please contact the DPO by writing to the following e-mail address: dpo@rbtlegal.it.

The contact details of the DPO are as follows: Federica Rambaldi, Via Uberto Visconti di Modrone 28, 20122 Milan.

N.B.

Right to object in specific cases pursuant to article 21, paragraph 1, of the GDPR

The Data Subject has the right to object to the processing of Personal Data that concern the same, at any time, pursuant to article 6, paragraph 1, (e) of the GDPR (public interest) and article 6, paragraph 1, (f) of the GDPR (legitimate interests). This also applies to profiling pursuant to Article 4, paragraph 4, of the GDPR. If the Data Subject exercises the right to object, Fanimar shall no longer process the Personal Data unless the same demonstrates that there are legitimate grounds for the processing which override the interests, rights and freedoms of the Data Subject or for the establishment, exercise or defence of legal claims.

Right to object in the case of processing for direct marketing purposes as set forth by article 21 paragraphs 2 and 3, of the GDPR

Where Personal Data are processed for direct marketing purposes, the Data Subject shall have the right to object at any time to processing of Personal Data concerning him or her for such marketing, which includes profiling to the extent that this is related to such direct marketing. Where the Data Subject objects to processing for direct marketing purposes, the Personal Data shall no longer be processed for such purposes.



DECLARATION OF CONSENT TO THE PROCESSING OF HEALTH DATA ("HEALTH DATA")

I, _____ born in _____ on _____
Tax Code _____

having acknowledged:

- (i) the above PRIVACY POLICY (pages 1-4) and the rights recognized to the same therein, including the right to withdraw consent;
- (ii) that in order to meet the requests for Services Fanimar needs to collect and process the Health Data it receives when the case history questionnaire, attached to the application form, is completed;
- (iii) that for the correct and legal processing of the Health Data, my express consent is required and that if I refuse to give such consent, Fanimar cannot process my data and will consequently be unable to provide the Service;

hereby expressly authorize Fanimar, as Data Controller, to process my Health Data in order to allow the same to provide the Services.

_____, __/__/____

(Signed by)