

PRIVACY POLICY



Last update 16 July 2018

This Privacy Policy sets out and informs you of how the ADISSEO Group (hereinafter referred to as the "Company") processes and protects the information you provide to us, if any, when you use this site (hereinafter referred to as the "Site").

Please note that this privacy policy may be amended at any time, especially to comply with any legal or technological development. These modifications apply to you as soon as they are posted on the Site. You should therefore consult this Privacy Policy to be aware of any changes that may be made.

1. Cookies

The Site uses cookies to store certain types of information each time user interacts with us, like the number of visits to the website, the time spent on the Site and the pages reviewed on the Site, browser type, operating system, IP address and internet domain. Cookies are small text files that are sent to user internet browser, which stores the cookie on user computer's hard drive in order to be able to recognize user when he returns. The Company collects the aforementioned information to monitor the usage of its website.

You may set your browser to notify you when you receive a cookie or you may refuse receiving it. Be aware that in such event you may no longer be able to use all the possibilities of this website. The storage and transfer of user data through the internet are secured by means of the current usual techniques/if sensitive data is processed, specific security measures have to be mentioned.

The Company uses so-called session to store certain information with respect to user visit to the Site. The foregoing information is collected to facilitate user visit to the following pages of the Site. At the end of user visit to this website, the session cookies are removed. You may set your browser to notify you when you receive a cookie or you may refuse receiving it. User may however experience disruptions or delay in using the Site. The storage and transfer of user data through the internet are secured by means of the current usual techniques.

2. COLLECTION OF PERSONAL INFORMATION

The information you provide on the Site is intended for the Company internal services, for purposes of administrative and commercial management.

The Company may ask you, on a voluntary or mandatory basis, personal information such as your surname, first name, address of mail, and sometimes your phone or mailing address when necessary.

Some information is mandatory. Otherwise, your request can not be processed or its processing will be delayed.

These information:

- Will be obtained and processed fairly and lawfully;
- Will be registered for specific and legitimate purposes;
- Will be used for these purposes;
- Are adequate, relevant and not excessive in relation to these purposes;
- Be subject to precautions to ensure the security and confidentiality of the data, to prevent it from being damaged, modified, destroyed or communicated to unauthorized third parties.

3. PURPOSE OF THE DATA COLLECTION

The purpose of the collection is:

- To enable the Company and its subsidiaries to answer your requests, including contacting you by e-mail to keep you informed about certain topics;
- To allow you to access the interactive spaces of the Site;
- To send you the publications of the Company at your request (periodic newsletter, press releases or other publications);
- To answer your complaints, questions and requests for information;
- To improve and personalize your customer experience by providing you with access to a service and providing you with appropriate response;
- To manage interaction with the public;
- And, more generally, to ensure the proper functioning of the Site.

4. RECIPIENT(S) OF THE DATA

The personal data collected is intended for persons in charge of information processing within the Company and its subsidiaries.

The personal data collected by the Company are for internal use only and are not subject to any communication, assignment or disclosure to third parties, without your express written consent, except legal or judicial constraints.

However, users grant the Company the right to share all information collected with its customers, suppliers, subcontractors, and affiliates if necessary in order to perform the data processing mentioned above. In this case, the rectifications and / or cancellations of personal information will be notified to the said suppliers, subcontractors, subsidiaries or affiliated companies. This includes the personal data collected through contact forms to receive publications from the Company and its subsidiaries that may be intended for a subcontractor, responsible for communicating such publications to Internet users who have requested them.

5. RETENTION PERIOD OF THE DATA

Your data is only kept for the length of time needed to fulfil your request.

6. RIGHT TO MODIFY, CORRECT AND DELETE YOUR DATA

On its own initiative or at your request, the Company may supplement, modify or delete personal data that are incomplete, inaccurate or out of date.

You have:

- a right of access to your personal information;
- a right to modify, rectify, delete and delete said information;
- a right to portability of personal data in accordance with the regulations in force
- a right to object to the processing of your personal data for legitimate reasons;
- as well as a right to object to your data being used for commercial prospecting purposes.

These rights may be exercised upon simple written request, imperatively accompanied by a valid proof of identity including the signature of the holder, sent to the coordinates mentioned in the paragraph "[Claim](#)". All requests must be clear, precise and justified.

In case you oppose the processing or if you transmit erroneous or fanciful data, the services related to the data collection cannot be provided and the Company cannot be held liable for this reason.

In addition, the collection of certain data may be imposed for a regulatory or contractual reason. In this case you are required to provide the requested personal data.

7. SAFETY

Your personal data is processed to ensure appropriate security through physical, technical or organizational measures relevant to the state of the art, including protection against unauthorized or unlawful processing and against loss, destruction or accidental damage.

Depending on the needs, the risks, the costs and the purpose of processing these measures may include pseudonymisation and data encryption.

The Company implements procedures to test, analyze and regularly evaluate the effectiveness of technical and organizational measures which ensure the safety of the processing.

8. CLAIM

If you have any question about our data privacy policy, you can write to the following address along with a proof of identity:

- By email to dpo@adisseo.com
- By courrier : Adisseo France SAS – Data Controller - Antony Parc II - 10 place du Général de Gaulle - 92160 Antony – France

You can also lodge a complaint with the Commission Nationale de l'Informatique et des Libertés (CNIL), which is the regulatory authority in charge of personal data protection in France (www.cnil.fr/en/home).