

Privacy Notice

Last updated: February 25, 2020

A2MAC1 recognizes the importance of your privacy and this Privacy Notice is to inform employees of the Client and Authorized Users of our Data, Database and internet portal about the personal information we collect, how we collect it, what we use it for and who we share it with.

By “personal information” we mean information about you which could identify you, such as your name and contact details.

For the purposes of data protection legislation in the EU, A2MAC1 is considered the “data controller” of personal information collected about you. This means that A2MAC1 is responsible for deciding how it holds and uses personal information about you. If you have additional questions about A2MAC1’s data collection practices after reading this Privacy Notice, please contact us at: privacy@a2mac1.com

What information do we collect about you and what do we use it for

The types of personal information about you that we may collect, store and use are set out in the table below and in each case we have specified **What we use it for** and our **Lawful basis** for processing it.

Category of personal data	What we use it for	Lawful basis
Identification data (e.g. name, email address, password, company)	Ensure that the user is entitled to access A2MAC1 Data as per the agreement between the Client and A2MAC1	Necessary for the performance of a contract Legitimate interest of A2MAC1 (i.e. ensure safety of its Data)
Professional data (e.g. company, name, position, department, area of interest, professional contact details such as address, email address, telephone number)	Contact the user for marketing purpose (information relevant to the product he/she has registered for or new product releases (e.g. newsletters, advertisements, surveys about A2MAC1 products and offers))	Consent
Professional data (e.g. company, name, position, department, professional contact details such as address, email address, telephone number)	Contact the user / employee of the Client for client relationship management purposes (e.g. CRM, customer service, billing, etc.)	Legitimate interest of A2MAC1 (i.e. client relationship management)
Browsing information (i.e. information relating to the user's usage of the Data, the Database and the A2MAC1 internet portal)	Usage statistics are used by A2MAC1 internally to analyze globally the usage of its services and continuously improve the content of the Data, the Database and its internet portal	Necessary for the performance of a contract Legitimate interest of A2MAC1 (i.e. analyze the usage of its services and improve the services provided)

If you choose not to provide your identification data, you will not be able to access the Data, the Database or the A2MAC1 internet portal.

If you do not provide information data as described above for marketing purpose, you will not receive information about our products.

If you do not provide professional data as described above, A2MAC1 will be prevented from managing properly the client relationship.

How do we collect this information

We typically collect your personal information when you voluntarily input such information in response to prompts / forms we have placed at various points on our internet portal. We will also collect your e-mail address from the e-mails that you send us.

When you visit our internet portal, we may collect and process information about your usage of our internet portal (for example, the pages you visit and how you have navigated through our portal).

Who will it be shared with

We may have to share your personal information with our other affiliates located in the EU/EEA or outside the EU/EEA in countries which do not provide for an adequate level of data protection. Such transfers are based on a data transfer agreement a copy of which can be requested in writing at the following email address: privacy@a2mac1.com

We may also share the aggregated usage statistics with the Client in order for the Client to evaluate the usage of the A2MAC1 services by its employees.

The Client undertakes to comply with the applicable regulations on personal data processing and this Privacy Notice and you may exercise your rights relating to such data against the Client or A2MAC1 which undertakes to inform the other of any request received in this respect.

We may share your personal information with third-parties, for example in the context of the possible sale or restructuring of our business, or where we have another legitimate interest in doing so (e.g. service provider assisting us in improving our services). We may also need to share your personal information with a regulator or to otherwise comply with the law.

We require all third-parties (including service providers) and our other offices to respect the security of your personal data, to be bound by this Privacy Notice and to treat your personal data in accordance with the law.

How long will we retain your information

We will only retain your personal information for as long as necessary to fulfil the purposes we collected it for and especially:

- For the duration of this Agreement (extended by applicable limit of actions and mandatory retention period or upon your further consent) as regard the data collected for the performance of the contract, to ensure the safety of A2MAC1 Data or for the management of the client relationship;
- For the duration of this Agreement (extended by 3 years after the term of the commercial relationship) as regard the data collected for marketing purpose;
- For a maximum of 3 years as regard the browsing information.

In some circumstances we may anonymise your personal data so that it can no longer be associated with you, in which case we may use such information (especially for statistical purpose) without further notice to you.

Once we no longer require your personal information for the purpose we collected it for, we will securely destroy your personal information in accordance with applicable laws and regulations.

Your rights in relation to your information

It is important that the personal information we hold about you is accurate and current. Please let us know if your personal information changes during your relationship with us.

You have rights as an individual which you can exercise in relation to the information we hold about you under certain circumstances. These rights are to:

- Request **access** to your personal data (commonly known as a “data subject access request”) and request certain information in relation to its processing;
- Request **rectification** of your personal data;
- Request the **erasure** of your personal data;
- Request the **restriction** of processing of your personal data;
- **Object** to the processing of your personal data;
- Request the **transfer** of your personal data to another party.

If you want to exercise one of these rights please contact us at: support@a2mac1.com and we shall respond to your request within 15 business days.

You also have the right to make a complaint at any time to the relevant data protection authority (the CNIL in France).

Fees

You will not usually have to pay a fee to access your personal information (or to exercise any of the other rights). However, we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

What we may need from you

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal data is not disclosed to any person who has no right to receive it.

Right to withdraw consent

In circumstances where you may have provided your consent to the collection, processing and transfer of your personal data for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact: support@a2mac1.com Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose(s) you originally agreed to unless we now have an alternative legal basis for doing so.

Security

We use technical and organisational security measures to protect your data managed by us against manipulation, loss, destruction and against access by unauthorised persons. We are constantly improving our security measures in line with technological developments. However, no transmission or electronic storage of information is guaranteed to be secure. We therefore urge you to always use caution when transmitting information over the internet.

Changes

We will generally notify all users of any material changes to this policy, through a notice on our platform/ internet portal. However, you should look at this policy regularly to check for any changes. We will also update the “Last Updated” date at the top of this policy, which reflects the effective date of such policy. Except where express consent is required, your continued access to or use of our services after the date of the updated policy constitutes your acceptance of the updated policy. If you do not agree to the updated policy, you must stop accessing or using our services.