

# PERSONAL DATA PROTECTION POLICY

iRaiser respects your privacy by collecting only the data that is strictly necessary for the purposes for which it is processed. This policy applies to all data collected by iRaiser. iRaiser undertakes to respect, as data processors, the provisions of Law n°78-17 of 6 January 1978 as amended and the General Data Protection Regulation published in the Official Journal on 27 April 2016 and in force since 25 May 2018.

## 1. Personal data

This is any information relating to a natural person who can be identified, directly or indirectly: (e.g. name, registration number, telephone number, photograph, date of birth, town of residence, fingerprint, etc.).

## 2. Why is some of your data collected?

The personal data collected by iRaiser allows us to:

- Provide you with services: respond to contact requests, send documentation, information, white papers
- Provide you with an optimal navigation on the site: adaptation of the display according to the terminal used, storage of preferences, etc;
- To offer you sharing functions on social networks;
- Carry out statistical analyses of visits and form completion on our site.

## 3. What personal data is collected?

We collect personal data when you fill out one of our contact forms, newsletter registration forms, document download forms, webinar and training registration forms or through cookies. A "cookie" is a small computer file, sent by a website's server and stored on your computer, tablet or phone.

### >Through forms

When you fill in a form on our site, the compulsory or optional nature of the personal data is indicated by an asterisk. This may include the following data:

- Name and surname
- Organisation name (company/association/foundation you work for)
- Your role in the organisation
- Country of the organisation
- Telephone number and e-mail address

### >Through cookies

Some data is collected automatically when you visit the site, by means of cookies. The purpose of cookies is to collect information relating to your browsing: electronic identification data (IP address, geographical area), activity data on our site (pages visited, parameters of the visit, etc.). They are managed by your internet browser.

4 types of cookies are used by our site:

- Internal cookies necessary for the site to function optimally
- Third-party cookies for audience measurement and tracking your online activity (Google Analytics)

- Third-party cookies intended to improve the interactivity of the site and its multimedia content (Facebook, Twitter). >These social networks may collect data relating to your browsing on our site and associated with the personal data they hold.
- Third party cookies intended to better target our marketing campaigns (Oath, TimeOne, Facebook, Bing, Google, etc.)

We invite you to consult the privacy protection policies of the various third-party services named above in order to learn about the purposes of use, particularly advertising, of the browsing information that they may collect through these application buttons. These protection policies should allow you to exercise your choices with these social networks, in particular by setting up your user accounts for each of these networks.

Providers | Privacy Policies

Google: <https://policies.google.com/technologies/ads>

Facebook : <https://www.facebook.com/policy>

Instagram : <https://help.instagram.com/519522125107875>

Vimeo : <https://vimeo.com/privacy>

Youtube : <https://policies.google.com/privacy>

Linkedin : <https://fr.linkedin.com/legal/privacy-policy>

Calendly : <https://calendly.com/privacy>

Anchor.fm (Spotify) : <https://anchor.fm/privacy>

The purpose of these cookies may also be to identify you and/or to obtain your contact details, in particular from third parties, with a view to reactivating them for you, i.e. for prospecting operations that may be aimed at you by various means of communication (postal mail, email or telemarketing for example).

#### **4. How to refuse cookies?**

You can refuse to accept cookies by configuring your browser.

- for Internet Explorer™ : <https://support.microsoft.com/>
- for Microsoft Edge : <https://support.microsoft.com/>
- for Safari™ : <https://support.apple.com/>
- for Chrome™ : <https://support.google.com/>
- for Firefox™ : <https://support.mozilla.org/>
- for Opera™ : <http://help.opera.com/>

#### **5. Is your data shared with other companies?**

iRaiser only shares the data it collects with its internal departments and with its service providers and their staff in connection with the performance of the services entrusted to them and which they are required to perform on behalf of iRaiser.

All persons having access to your data are authorised and bound by an obligation of confidentiality.

#### **6. How long will your data be kept?**

We ensure that we keep your personal data for no longer than is necessary for the purposes set out in point 2 or as required by applicable law.

Data collected by cookies is kept for a maximum of 12 months.

#### **7. On what legal grounds is your data processed?**

The legal basis for the processing of your data collected is:

- the legitimate interest in our activities and mission
- consent
- legal obligation depending on the circumstances of the data collection

#### **8. How can you exercise your rights?**

In accordance with the French law on information technology and civil liberties, you may exercise your right to access and rectify your personal data by contacting: our communications department at [rgpd@iraizer.eu](mailto:rgpd@iraizer.eu). Your request must be accompanied by a copy of an identity document bearing your signature. The request should specify the address to which the reply should be sent. iRaiser will have a period of one month following receipt of the request to provide you with the information requested or to complete or delete it, as the case may be.

If you have completed the form to receive information and solicitations from iRaiser by email, you may withdraw your consent at any time by clicking on the link at the bottom of the email you receive or by sending an email with the subject line "unsubscribe" to [rgpd@iraizer.eu](mailto:rgpd@iraizer.eu).

You have the right to lodge a complaint with the data protection control authority.

We would like to inform you of the existence of the "Bloctel" list of opposition to telephone canvassing, on which you can register here: <https://conso.bloctel.fr/>

#### **9. Contact**

If you have any queries about iRaiser's data protection policy, you can contact the Data Protection Officer by e-mail at the following address: [rgpd@iraizer.eu](mailto:rgpd@iraizer.eu)