# **Privacy Policy**

## (for Data transmitted via the website)

PROMISE Proteomics is aware that the security of your Personal Data when using our website is important to you. Because we attach importance to the protection of your Personal Data, we wish, by this policy, to inform you about the commitments and practical measures taken by PROMISE Proteomics to ensure that your Personal Data are respected.

The use of the website presupposes that you agree with these data protection provisions.

# 1. Who is responsible for the Processing?

The Controller is PROMISE Proteomics Address: 7 parvis Louis Néel, BHT52A, CS20050, 38040 Grenoble, FRANCE SIREN: 433 546 504 Phone: 04 38 02 36 50 Email: contact@promise-proteomics.com The publication Director of the website is: Mr Eric ROUGEMOND The responsible person for the publication of this website is: Ms Dorothée LEBERT Phone.: 04 38 02 36 50 Email: dorothee.lebert@promise-proteomics.com

## 2. To what does this policy apply

This personal data protection policy applies to all Personal Data Processing carried out by PROMISE Proteomics via its website.

This Policy does not apply to third party websites, including those that may be mentioned on our website or other medium via a web link.

# **3. Definitions**

"Personal data" or "Data": refers to any information related to an identified or identifiable natural person (e. g. name, first name, telephone number, email address, etc.).

"Processing": consists of one or more operations carried out on Personal Data such as the collection, recording, use, transmission or communication of such Data.

# 4. What Data do we collect from you?

The Personal Data collected by PROMISE Proteomics via its website is only the Data that you agree to provide to PROMISE Proteomics via one of the addresses indicated on this website or contact or any other forms.

You may withdraw your consent to the Processing of your personal data at any time.

If you fill in a form, some of the information requested is mandatory. These kinds of information are indicated by an asterisk. If you choose not to provide these kinds of information, PROMISE Proteomics will not be able to process your request.

PROMISE Proteomics shall ensure that it collects and processes relevant, adequate, non-excessive Personal Data that are strictly necessary to achieve the purposes that have been previously determined (data minimization).

## 5. Do we collect your IP address and cookies?

During navigation on the website, certain data concerning the user is automatically collected by means of "cookies":

1. The IP address of the user. This information, which changes with each session of different use, does not allow for personal identification of the user;

2. The Internet address (URL) of the website from which the user accessed, if applicable, the PROMISE Proteomics website via a hypertext link;

3. The user's operating system and its navigation software;

4. The date and time of the visit to the website, as well as the duration and pages consulted by the user.

A cookie is a small data file that some websites write to your hard drive when you visit them. It is neither an executable program nor a virus. A cookie file contains information such as user identification, as well as information about your experience on the website. A cookie cannot read information on your hard drive, nor can it read other cookie files created by other websites.

The website user may, at any time, oppose the recording of cookies or delete them by referring to the user manuals of his browser and/or computer.

Cookies instructions on the most commonly used browsers are available at the following links:

Windows Internet Explorer®: <u>https://support.microsoft.com/fr-fr/help/17442/windows-internet-explorer-delete-manage-cookies</u>

Mozilla Firefox®: https://support.mozilla.org/fr/kb/activer-desactiver-cookies

Google Chrome<sup>®</sup>: <u>https://support.google.com/chrome/answer/95647?hl=en</u>

Apple Safari<sup>®</sup>: <u>http://support.apple.com/kb/HT1677?viewlocale=fr\_FR&locale=fr\_FR</u>

Disabling Google Analitycs: <u>https://tools.google.com/dlpage/gaoptout</u>

It is specified that for technical reasons, the deactivation of cookies may limit the user's access to the website.

For more information on cookies, how to manage them and delete them, please consult the information provided by the CNIL at: www.cnil.fr/vos-droits/vos-traces/les-cookies.

#### 6. How do we use your Personal Data?

PROMISE Proteomics undertakes to collect and process your Personal Data in a fair and lawful manner. The Processing carried out by PROMISE Proteomics serve explicit, legitimate and determined purposes. Your Personal Data may be processed mainly for the following purposes:

- Answering your contact requests via the CONTACT form

- Order management (notably including Data relating to means of payment / invoicing data / transaction data)

- Customer management

## 7. What are your rights?

In accordance with regulation on Data Protection (notably General Data Protection Regulation 2016/679), any person whose Data has been collected by PROMISE Proteomics has a right of access, rectification and opposition for legitimate reasons to his Data, a right to the deletion, portability of his data, a right to limit the Processing of his Data, and a right to direct a complaint with the competent authority, within the limits authorised by the applicable regulations.

You also have the right to communicate instructions regarding the fate of your personal data after your death.

You can exercise these rights by sending the <u>PERSONAL DATA RIGHTS FORM</u> to <u>contact@promise-proteomics.com</u>, or failing that to our Data Protection Officer personaldata@aguettant.fr.

To ensure the relevance, timeliness and integrity of your Personal Data, please contact us as described below.

## 8. Where are your Personal Data stored?

The database and its contents remain are stored on servers located within the European Union.

#### 9. With whom do we share your personal data?

In order to pursue the purposes of using the Data, PROMISE Proteomics entrusts certain processing tasks to third parties called "subcontractors" such as:

- Providers of online payment solutions (BNP PARIBAS): based in European Union

#### **10.** How long are your Personal Data kept?

PROMISE Proteomics keeps your Data only for the time necessary for the operations for which they were collected and in compliance with the legislation in force.

# **11.** How is the security of your Data ensured?

PROMISE Proteomics ensures the security of your Personal Data by implementing data protection through the use of physical and logical security measures.

When your Personal data are transmitted in electronic form via our website, your data is transmitted to our computer via a secure Internet connection (SSL). E-mails sent to or from this website, in particular, may be insecure, so we recommend that you be very careful if you decide to send us this information by e-mail. It is also your responsibility to protect passwords, ID numbers or other specific access devices when using them.

# 12. Warning statement

We inform you that, with the exception of the Personal Data referred to above, **this website is not intended to receive confidential information from you.** 

- **Children and minors:** if you are under 15 years of age, please use this website only with the consent of a person with parental authority. We do not collect any data from minors intentionally if the persons vested with parental authority have not given their consent. If we discover that minors are entering Personal Data without the consent of their parents or guardians, we will delete that Data. In the event that a parent or guardian becomes aware that their child has provided us with Personal Data, we invite them to contact us. We will take the necessary steps to delete this information from our database in accordance with applicable legal requirements.
- Sensitive Data: Unless we expressly request or invite you to do so, we ask you not to provide us with or transmit to us, through the website or otherwise, Sensitive Data, that is, data on racial or ethnic origin, political opinions, philosophical or religious beliefs or other beliefs, health, privacy, criminal history (e. g. administrative and criminal proceedings and sanctions), union membership or social assistance measures.

Privacy Policy valid as of May 25, 2018 and validated by our Data Protection Officer. This policy may evolve according to the legal and regulatory context.