

Privacy Policy

This Privacy Statement explains how EFCoCert may use, process and store your personal data.

1. Scope of application and applicable law

The EFCoCert data protection regulations govern the handling of data, especially of personal data, with regard of their collection, use and connection.

For the handling of data, EFCoCert bases on the Swiss Data Protection Law and on the EU General Data Protection Regulation) (“GDPR”).

Depending on the contractual situation, EFCoCert may act either as data controller or data processor.

By entering into contract with EFCoCert or by acceptance and acknowledgement of the data protection declaration, you agree with the use of the data.

2. How we acquire your data

EFCoCert obtains your personal data in different ways

- a. Personal data provided to EFCoCert directly: We collect personal data directly from business partners and contracting parties within the framework of our certification scheme owner activities.
- b. Personal data obtained from third parties: EFCoCert may receive personal data from third parties as part of the services EFCoCert provides.

3. Why and how we process your personal data

The present section refers to data processing executed by EFCoCert as a data controller.

EFCoCert processes personal data for the purposes of providing services to EFCoCert’s accredited certification bodies.

EFCoCert furthermore processes personal data for:

- Certification scheme development, should a person have asked to be a member of EFCoCert’s certification experts committees.
- Marketing purposes and for social media activities.

When EFCoCert processes personal data for its legitimate business interests, it will consider and balance any potential impact on the data subject and its rights under the relevant data protection laws. Whenever EFCoCert processes personal data for these purposes the data subject has the right to object to this way of processing.

If the processing is solely based on consent, the data subject has the right to withdraw its consent. In this case EFCoCert will cease any processing. The withdrawal of consent will not impact any processing executed in the past.

The following list, which is not exhaustive, provides an overview of the personal data that EFCoCert processes:

- name (including initials), email address and/or phone number;

EFCoCert may also collect and process other personal data when it is useful or necessary for the provision of its legal services.

When executing mandates conferred by clients, EFCoCert may act as a data processor with respect to data received from the client. In such cases, the processing to be executed by EFCoCert will be regulated by the Terms & Conditions of EFCoCert which take into account the requirements listed under article 28 of the GDPR.

4. Retention period

EFCoCert will process and store the relevant personal data for the duration of its services or for the duration of the business relationship.

EFCoCert may also store the data for as long as it is necessary or required in order to fulfill legal, contractual or statutory obligations, or for the establishment, exercise or defense of legal claims, and in general where it has a legitimate interest to do so.

5. Your rights

You have the following rights:

- c. **Access to your information:** you have the right to access the personal information that EFCoCert holds about you at any time.
- d. **Data portability:** you may ask EFCoCert to provide you with a copy of the personal information that EFCoCert holds about you.
- e. **Correction of your personal information:** you have the right to ask EFCoCert to update and correct any out-of-date or incorrect personal information that we would hold about you.
- f. **Deletion of your personal information (the right to be forgotten):** you have the right to ask EFCoCert to delete your personal information, to the extent that EFCoCert has no legal and/or regulatory obligations to keep such personal information.
- g. **Object**
You have the right to object at any time to the processing of your personal data for any direct marketing (and related profiling) by EFCoCert. At the end of each digital mailing that you receive from EFCoCert, you can always change your mailing preferences by sending an e-mail to info@efcocert.eu. In short, you can always withdraw your consent.

If you wish to exercise any of the above rights, you can contact EFCoCert via info@efcocert.eu.

In addition you have the right to make a complaint with the local supervisory authority with respect to the way EFCoCert is processing your personal data or the way EFCoCert is handling your rights.

6. Your personal data and third parties

EFCoCert may disclose or transfer personal data collected by EFCoCert to other companies or subcontractors, located within or outside of the European Economic Area, for the purpose of the proper performance of the certification scheme owner services EFCoCert provides to its business partners. EFCoCert may, for example, disclose or transfer such personal data to third party service providers who provide certification monitoring services, data processing, or other services. EFCoCert enters into data processing agreements with such subcontractors to ensure that they process your data, on our behalf, with the same level of security and confidentiality as applied by EFCoCert. EFCoCert may furthermore disclose or transfer personal data when we have received your consent to do so.

In addition, EFCoCert can also be obliged to disclose or transfer personal data to competent authorities in order to comply with its legal and/or regulatory obligations.

Except as described in this paragraph, EFCoCert will not disclose, transfer or sell your personal data to any third party unless you have consented to this.

7. Protection of your personal data

EFCoCert has taken appropriate technical and organizational measures to protect your personal data against loss or any form of unlawful processing.

8. Website

EFCoCert is the controller of the data collected through its website (the “Website”).

When visitors register, request information, sign up for newsletters and/or conferences and events, apply for jobs, EFCoCert collects personally-identifiable information. The personally-identifiable information collected may consist of information that you provide, such as names, mailing addresses, e-mail addresses, telephone numbers, and, for recruiting purposes, any other personally-identifiable information on your resume.

In no case EFCoCert will generate individual visitor profiles from the collected data, so that the anonymity of each individual visitor is maintained. The data will not be transmitted to third parties.

9. Changes to this privacy statement

EFCoCert reserves the right and is entitled to change this privacy statement at any time and for any reason whatsoever. We advise you to periodically review this privacy statement available on the website www.efcocert.eu to be informed about how EFCoCert is protecting your privacy.

10. Contact

If you have any questions, comments, concerns or complaints in relation to this Privacy Statement, EFCoCert's processing of your personal data or if you wish to exercise any of your rights, please contact our Data Protection Officer via the following email: info@efcocert.eu .