

Privacy Notice – EU Countries

Tecnavia (*'we' or 'us' or 'our'*) gathers and processes your personal information in accordance with this privacy notice and in compliance with the relevant data protection Regulation (GDPR) and laws. This notice provides you with the necessary information regarding your rights and our obligations, and explains how, why and when we process your personal data.

Information That We Collect

Tecnavia processes your personal information to respond to your enquiry or contact request, and to provide you with information and/or service. We will never collect any unnecessary personal data from you and do not process your information in any way, other than as specified in this notice. This data collection is occasional, does not include sensitive data and it is unlikely to pose any risk to your rights and freedom.

The personal data that we collect from you is: -

- Name
- Country of Residence
- Company you work for
- Email Address
- Telephone Number

We collect information in the below ways: -

- Online Form

How We Use Your Personal Data

Tecnavia takes your privacy very seriously and will never disclose, share or sell your data without your consent; unless required to do so by law. We only retain your data for as long as is necessary and for the purpose(s) specified in this notice.

Your Rights

You have the right to access any personal information that Tecnavia processes about you and to request information about: -

- What personal data we hold about you
- The purposes of the processing
- The categories of personal data concerned
- The recipients to whom the personal data has/will be disclosed
- How long we intend to store your personal data for
- If we did not collect the data directly from you, information about the source

If you believe that we hold any incomplete or inaccurate data about you, you have the right to ask us to correct and/or complete the information and we will strive to do so as quickly as possible; unless there is a valid reason for not doing so, at which point you will be notified.

You also have the right to request erasure of your personal data or to restrict processing in accordance with the data protection laws; as well as to object to any direct marketing from us. Where applicable, you have the right to data portability of your information and the right to be informed about any automated decision-making we may use. At the date of this Privacy Notice, we do not use any automated decision-making.

If we receive a request from you to exercise any of the above rights, we may ask you to verify your identity before acting on the request; this is to ensure that your data is protected and kept secure.

Sharing and Disclosing Your Personal Information

We do not share or disclose any of your personal information without your consent, other than where there is a legal requirement.

Safeguarding Measures

Tecnavia takes your privacy seriously and takes every reasonable measure and precaution to protect and secure your personal data. We work hard to protect you and your information from unauthorized access, alteration, disclosure or destruction and have several layers of security measures in place, *including*: - restricted access, IT authentication, firewalls, anti-virus/malware.

Transfers Outside the EU

Personal data in the European Union is protected by the General Data Protection Regulation (GDPR) but some other countries may not necessarily have the same high standard of protection for your personal data. Due to our organization, we may transfer any information which is submitted by you through the website outside the European Economic Area ("EEA") for the below purposes: -

- Website hosting
- Email server
- Marketing database

Therefore, when you use our website/send us an email, the personal information you submit may be stored on servers which are hosted in Switzerland and/or U.S.A., directly administered by Tecnavia. To both Countries, the transfer is performed on the basis of a European Commission's decision of adequacy.

Consequences of Not Providing Your Data

You are not obligated to provide your personal information to Tecnavia, however, as this information is required for us to provide you with an answer to your enquiry or contact request, we will not be able to offer such service without it.

How Long We Keep Your Data

Tecnavia only ever retains personal information for as long as is necessary and we have strict review and retention policies in place to meet these obligations. After your enquiry or contact request is successfully responded, your personal data will be cancelled and you will have to submit it once again in case you need to re-contact us through the website.

Lodging a Complaint

Tecnavia only processes your personal information in compliance with this privacy notice and in accordance with the relevant data protection laws. If, however you wish to raise a complaint regarding the processing of your personal data or are unsatisfied with how we have handled your information, you have the right to lodge a complaint with the supervisory authority of the Country of your residence.

Tecnavia Apps S.r.l.

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