Privacy policy of Ecett-Networks asbl

Ecett-Networks Asbl opts for a strict privacy policy. The protection of your privacy is of utmost importance to our institution. This privacy policy describes what measures are in place to protect your personal data as beneficiaries, partners, suppliers and what rights you have in using our services.

For the purposes of this policy, the following are considered as services: registration on the E-learning platform, subscription to our newsletter (which is on request), our website, Facebook.

Please note that the services offered by the online platform

(<u>http://www.ceisformazione.eu/moodle_ecett/</u>) are subject to specific privacy policies. This privacy policy complies with the new European legislation GDPR (EU 2016/679) on the processing and protection of personal data and applies to all personal data obtained by Ecett-Networks Asbl .

Ecett-Networks Asbl is not responsible for the privacy policies of other sites and sources, respects the privacy of all users of its site and its services and ensures that the personal information you provide is treated confidentially.

USE OF COLLECTED INFORMATION

Your personal data are processed by Ecett-Networks Asbl for the following purposes: The use of our services and our platform. Communication via our website and social networks Information To continue or start receiving our publications, please register via the "contact" tab of our website: www.ecett.eu.

USE OF OUR SERVICES

When you sign up for one of our services, we ask you to provide personal information. We may ask you for the following personal data; name, first name, phone number, address, and email address. The data are used to offer you the best service and is stored on secure servers of Ecett-Networks asbl or servers of a third party (Outlook, Facebook, E-learning). These data will only be accessible to professionals subject to professional secrecy and access to data is limited.

COMMUNICATION

When you send us an e-mail or other messages, we can keep these messages. Sometimes we ask for personal details that are relevant to your request and situation.

Only the necessary personal data will be required to process your questions and answer your requests and offer you a superior service. The data are stored on secure servers of Ecett-Networks Asbl or on servers of a third party (Outlook, Facebook, E-learning).

COOKIES

We do not use cookies on our site.

A cookie is a simple little file that a website stores on your hard drive by the browser. The information is stored in a cookie.

Most browsers are set to accept cookies by default, but you can reset your browser to reject all cookies or to be notified when a cookie is sent.

OBJECTIVES

For the use of our services, we do not collect or use information for purposes other than those described in this Privacy Policy unless we have obtained your prior consent.

Your personal data are in no way used for commercial purposes.

DISCLOSURE TO THIRD PARTIES

We may transmit the information you provide to third parties only if it is necessary to achieve the objectives described above. In some cases, the information may be shared internally, our employees are required to respect the confidentiality of your personal data.

Ecett-Networks Asbl never transmits personal data to other parties with whom we have not concluded a treatment agreement. If this should be the case, the necessary arrangements will be made with these parties to ensure the security of your personal data.

Ecett-Networks Asbl does not share the information you provide to third parties unless it is legally required and permitted. We may also share personal data with third parties if you give us written permission. You have the right to withdraw this consent at any time. We do not provide personal data to parties outside the EU.

INFORMATION PROTECTION

Ecett-Networks Asbl keeps personal data as long as necessary for the purposes for which it was provided to us or required by law. The personal data will be kept in our database for a period of 5 years after which the same update will be done.

You have the right to access, correct, modify or delete your personal data, on simple request by email. You may object to the processing of your personal data (or part of it) by us or one of our subcontractors and request that you transfer this data directly or to one of your third parties that you have chosen. To answer this type of request we will ask you to identify yourself.

Ecett-Networks Asbl is concerned about protecting your personal data by applying technical and organizational measures, some examples of which are:

The persons who can access your data on behalf of Ecett-Networks Asbl are limited and required to maintain their confidentiality. They are professionals subject to the legislation on professional secrecy. We use a right and access policy following an internal procedure, username and password on all our systems.

Personal data are saved on an internal server to recover physical or technical incidents. Our employees have been informed of the importance of protecting personal data.

RIGHT OF CORRECTION, CORRECTION AND DELETION

As provided by the law on the protection of privacy, you have the right to modify, correct, and delete your data for free. Just contact us in writing us. Please see our contact information below.

For any correction or deletion, and, in order to allow us to verify your identity, we ask you to send a copy of your identity card by making your identity card photo invisible, your national registry number invisible and mentioning that it is a copy. You will also find at the bottom of each email the possibility of modifying your details or unsubscribing from the Newsletter and any other information.

QUESTIONS AND COMMENTS

We regularly check if we are still following this privacy policy. If you have any questions about this, please contact us:

Ecett-Networks Asbl - 67 rue de Mons - 1400 Nivelles

Website: www.ecett.eu

FB page: https://www.facebook.com/EcettNetworks/

If you have a complaint about the processing of your personal data, we ask you to contact us directly. You also have the right to file a complaint with the Privacy Protection Authority, an independent supervisory body that ensures that personal data are used and securely secured, and that your future privacy is also protected by the guarantee of the protection of the private life. <u>https://www.privacycommission.be/fr</u>

ADJUSTMENTS TO THE PRIVACY POLICY

Asbl Ecett-Networks reserves the right to modify this privacy policy. We will post the changes on this page. The page was last modified on 01.03.2019
