

INFORMATION CLAUSE

- personal data of the contractor and persons acting on their behalf –

1. **The Controller of the personal data** is Exact Systems France SAS, Cours Louis Leprince Ringuet, 25200 MONTBELIARD, FRANCE.
2. **The Controller has obtained personal data** directly from the data subject to whom they relate or from a contractor with whom the Controller has signed a contract, or takes steps to establish cooperation and enter into a contract. In the case of persons representing the contractor, the data may be obtained from publicly available registers, such as the French Trade and Companies Register or *Bulletin officiel des annonces civiles et commerciales* (BODACC).
3. **Personal data will be processed:**
 - a) to achieve the goals resulting from the legitimate interests pursued by the Controller (Article 6 (1) (f) of the GDPR), which are:
 - I. to conclude and then perform a contract or order, in particular in business correspondence,
 - II. protection against claims and pursuing own claims,
 - III. conducting direct marketing;
 - b) to fulfil the legal obligations incumbent on the Controller, in particular handling invoices, keeping accounting books and tax documentation (Article 6 (1) (c) of the GDPR);
 - c) to establish business cooperation, in particular, to present an offer, if consent has been given (Article 6 (1), letter a of the GDPR).
 - d) for the performance of a contract in accordance with Article 6 (b) of the GDPR.
4. **The duration of processing of personal data** depends on the purpose of processing and so accordingly for the purpose indicated in:
 - a) point 3 (a) I and (d) - until the conclusion of the Agreement and for the duration of the Agreement or the provision of services and 5 years from the end of the relationship;
 - b) point 3 (a) II - for a period corresponding to the period of limitation of claims that may be raised by the Controller and which may be raised against the Controller. In the event of a dispute, the data will be kept until it has been finally resolved;
 - c) point 3 (a) III - until an objection is raised or 3 years from the last contact;
 - d) point 3 (b) - for the period required by law;
 - e) point 3 (c) - until the consent is withdrawn.
5. **Categories of personal data** is data necessary to achieve the above-mentioned purposes, in particular: name and surname, contact details (e.g. e-mail address, telephone number, address), the position held or function performed.
6. **The recipients of personal data** will be suppliers of goods and services, in particular: entities handling the Agreement, responsible for investigation and defense against claims (including advisers, lawyers), courier companies and postal companies, entities providing IT services and for administrative purposes - entities belonging to the Exact Systems group.
7. **The Controller does not usually transfer personal data outside the European Union.** When it is necessary to perform a contract or order, personal data, in particular contact details, may be transferred to contractors or companies belonging to the Exact Systems group, located in third countries including outside the European Union. The transfer of personal data to these countries will take place based on a decision of the European Commission stating the appropriate level of protection of personal data in a given country or standard contractual clauses adopted by the European Commission, or - if the transfer is necessary to perform the contract or order.
8. **Your rights:**
 - a) access to the content of your data and rectification, deletion, and processing restrictions;
 - b) data portability;
 - c) objecting (applies to data processing based on legitimate interest);
 - d) withdrawal of consent at any time without affecting the lawfulness of the processing which was carried out based on consent before its withdrawal;
 - e) lodging a complaint to the President of the Personal Data Protection Office ("*Commission Nationale de l'Informatique et des Libertés*" : CNIL).

9. **Providing the required personal data** is necessary to achieve the goals set out in point 3.
10. **In matters related to the processing of personal data**, in particular any doubts regarding the processing of personal data and executing your rights, please contact us at:
- a) Exact Systems France SAS, Cours Louis Leprince Ringuet