

ACCEPT CE MARKING SECURITY AND PRIVACY POLICY

By using our services, you are trusting us with your information. ITeCons commits itself to respect and protect the personal information provided.

The following commitments are assured for all users of the ACCEPT CE MARKING Platform:

- Proceed with data processing in a lawful and loyal method, only gathering the necessary and relevant information;
- Allow the data subject to access and alter the information on themselves;
- To not use the collected data for any other purpose than that compatible with the collection;
- Maintain the correct data and, if necessary, keep it up to date;
- Ensure the subject's consent of the data, whenever it is required;
- Guarantee, free of charge, the right to eliminate the used data, when requested by the data subject;
- Have security systems that prevent the consultation, modification, destruction or addition of data by an unauthorised person;
- Respect the professional secrecy in relation to the processed data;
- To not share the personal data with other people/entities, except if predicted in the Third Party rights clause, unless explicit consent is given by the subject of the personal data to share these data.

This Security and Privacy Policy has the objective of informing you of how the personal data can be used, updated, managed or deleted, as well as methods to enter in contact with the people responsible for the data processing. Your data is processed by ITeCons - Institute for Research and Technological Development in Construction, Energy, Environment and Sustainability, among other partner entities (third parties) that assist with the processing.

Responsible for the processing of the personal data

ITeCons is responsible for gathering, processing, maintaining, anonymization and/or elimination of the personal data of its associates, partners, clients and suppliers. Any question regarding the use of personal data should be sent to the e-mail privacidade@itecons.uc.pt. In fulfilling its responsibilities, and according to the General Data Protection Regulation, ITeCons will notify the National Committee of Data Protection (CNPD), whenever it has knowledge of any breach of personal data under its responsibility.

What data do we collect?

The ACCEPT CE MARKING Platform can be viewed without the need to provide any personal data. However, to access all of the Platform's areas, registration is necessary. The obligatory personal data that is gathered during the registration are the name, e-mail, name of the institution, address of the institution, e-mail of the institution and telephone contact of the institution.

How do we use the collected data?

The collected data is sent to the management services provided by the ACCEPT CE MARKING Platform. They are introduced into the computer system, where they are automatically treated and processed in agreement with the General Data Protection Regulation (GDPR) (EU) 2016/679 from 27th April 2016.

How can you update, manage, export and eliminate your data?

You can access and update your data in your personal account.

You can ask for a copy of your data or their elimination from the ACCEPT CE MARKING by placing a written request to the following address:

privacidade@itecons.uc.pt.

Third Parties

ITeCons in compliance with the General Data Protection Regulation, may transmit personal data under its responsibility to third parties. In these cases, ITeCons will only resort to subcontractors that have sufficient guarantees of implementation of adequate technical and organisational methods, in order that the data processing satisfies the requirements of the Security and Privacy Policy and ensure the rights of the Subject of the personal data.

How do we protect the data?

The circulation of personal data has risks, such as: unauthorised access, misappropriation, misuse, loss and alteration. ITeCons has mechanisms that allow to mitigate these risks, without loss to the fallibility of the Internet security measures and other tools used by ITeCons and the third parties.

The main personal data protection measures are:

- Data storage in protected servers that are used and accessed according to internally defined security policy and standards;
- Limited and restricted access to personal data, according to the needs arising from ITeCons' activities;
- Controlled access to the ITeCons facilities;
- Authentication mechanisms on the used software's;
- Data encryption and security on the applications used to process them.

The personal data are only maintained during a period in which they are considered to be necessary for the purpose for which they were collected, after which they data is either anonymized or destroyed. Upon request by the subject, this period can be altered. Should there be a legal imposition regarding that data conservation deadline, the right to eliminate the data can only be exercised after that deadline.

Which are the Data Subjects' rights?

As already mentioned, the subject of the personal data can request ITeCons the data can is in our custody, request an update of this data and ask for their elimination.

However, whenever there is a period of retention of data imposed by law, ITeCons has the right to not execute the request from the Subject of the personal data, informing them of the respective motives.

The Subject of the personal data has the right to submit a complaint or information to the Portuguese Data Protection Authority, the National Committee of Data Protection (CNPD).

Final arrangements

ITeCons can, without prior notice, amend this Policy in virtue of the need to adapt to possible legislation modifications or recommendations from the CNPD. The privacy and security policies from ITeCons are periodically improved and revised. Only authorised personnel has accessed to the information provided by our users. ITeCons' databases are located in the European Union.