

Privacy Policy - ASSITEJ Sweden

General

This Privacy Policy describes how we at ASSITEJ Sweden collects, uses, and discloses all personal data. We manage all personal information by the law on data protection and privacy (GDPR).

Who is responsible for your personal data?

ASSITEJ Sweden, organisation number: 815200-8606, Kaplansbacken 2, 11224 Stockholm

What information do we collect?

Of your personal data we store your name, e-mail address, phone number and organisation number.

What are the legal basis for collecting data

By giving your personal information to ASSITEJ Sweden, your data will automatically be registered and stored. We refer to the handling of personal information to the legal basis for fulfillment of agreement, entitled interest, legal obligation or content. If ASSITEJ Sweden uses entitled interest as basis it will only be done with the aims stated in this policy. We will handle personal information according to current legislation, which means that personal information will not be kept longer than necessary with consideration to the purpose of the handling.

Regardless of reason, by getting in contact with ASSITEJ Sweden (simply by sending an e-mail or through registration) you are giving us your personal data and there by agreeing it will be stored in our subscriber file. If you wish to have your information to be delete, please contact us.

The purpose of collecting data

All your personal data is solely for the purpose of implementing our commitment to you. By agreeing to this policy, you are giving us your consent to process your personal data for the following:

- 1. Supply our services
- 2. Communicate with you
- 3. Fulfill our duties of agreement and legislation
- 4. Provide you with newsletters and other notices (if you would like to end such notifications, please send a message to <u>info@assitej.se</u>)
- 5. Apply for grants
- 6. Contact details on website

If you contact us in other matters

Regardless of reason, by getting in contact with ASSITEJ Sweden (simply by sending an e-mail or through registering) you are giving us your personal data and there by agreeing it will be stored in our subscriber file. If you wish to have your information to be delete, please contact us.

To whom are we sharing your information

In order to deliver our services, ASSITEJ Sweden will need to share your personal data to other organisations that are coopering with us. This is based on justified interest with the support of balancing of interests in order to be able to offer better service in support of services and communication.

How can you see your personal data?

If you wish to see what personal data are being stored in our file, please contact info@assitej.se.

How to delete/edit your personal data?

If you wish to have your information to be delete, please contact info@assitej.se

How long is your data being stored?

Your personal data will not be stored longer than the necessary purpose of having your information. This means, for example, that personal data is stored as long as an agreement, other commitment or legal claim regarding you and ASSITEJ Sweden can be asserted. In addition, personal data can be stored for marketing purposes and statistics.

Contact us

ASSITEJ Sweden Niclas Malmcrona, nm@assitej.se