



## **Security policy regarding personal data processing**

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### **CIEL's commitment regarding the data security policy**

Protecting the safety and security of your personal data is important to CIEL; therefore, the activities performed by CIEL are in compliance with the applicable body of law regarding data safety and security.

By accessing this page, all users agree to comply to the Terms of use and the legislation in force. We hope the below policy will help you understand what type of data can be collected by CIEL, how they are protected and used and how they can be disclosed.

### **Personal data**

In our Internet pages, CIEL will not collect any type of personal data (for example, your name, address, telephone number or email address), if you do not wish to provide them (i.e. by registering, questionnaires), or if you do not agree or if the law or any regulations for protecting your personal data do not permit it.

### **Scope of use**

If you will provide us with your personal data, we will generally use them to answer your requests, to process your orders or to intermediate access to specific information or offers. Also, in order to sustain our commercial relation with you:

- we can store or process personal data, forward them inside our branches so we can better understand your business needs and how we can improve our products and services; or
- we (or a third party, in our name) can use your personal data to contact you regarding a CIEL offer to support your business needs or to perform online surveys for a better understanding our clients'

necessities. If you choose your personal data not to be used to sustain our commercial relationship (especially direct marketing or market research), we will respect your option. We do not sell and or market your personal data to third parties, excepting CIEL companies.

### **Area of use**

CIEL will collect, use or disclose the personal data you provided only for the mentioned purposes, excepting the case in which communication of data refers to use of personal data for any additional purpose which directly refers to the original purpose for which the personal data was collected, it is necessary in order to prepare, negotiate or carry out a contract with you, it is requested by law or by government or legal authorities, it is necessary in establishing or defending a legal right, it is necessary to prevent fraud or other illegal activities, such as purposeful attacks on CIEL's information technology systems.

### **Communication or usage data**

By using telecommunications systems to access our Internet website, your communication data (for example, the Internet protocol address) or usage data (for example, session beginning and ending information, duration of each session, as well as information regarding telecommunication systems you accessed) are technically generated and can be related intelligibly to personal data. If there are any compiling necessities, collecting, processing and use of your communication or usage data will be performed, in compliance to the applicable legal framework regarding personal data protection.

### **Automatically collected non-personal data**

When you access our Internet pages, we can automatically collect (not by registering) non-personal data (such as your Internet browser type and used operating system, the domain name of the website you got to us from, number of visits, average time spent on the website, viewed pages). We can use this data and forward them to our branches, to keep track of our Internet pages attraction rate and to improve their performance or content.

### **"Cookies" - information stored automatically in your computer**

When you view one of our Internet pages, we can store some data on your computer by using a "cookie", to automatically recognize your computer on your next visit. These cookies can be helpful in many ways, for example, by allowing us to identify a webpage to better suit your interests or to store your password to not waste time registering each time. If you do not wish to receive cookies, please configure your Internet browser so that you will delete all cookies from your computer, block them or receive a warning before a cookie is saved.

### **Security**

In order to protect your personal data from accidental or illegal destruction, loss or alteration and from unauthorized access, CIEL enforces technical and organizational security measures.

### **Links to other websites**

The CIEL webpages include links to other websites. CIEL is not accountable for security practices or content of other webpages.

**Questions and comments**

CIEL will answer all your reasonable requests to review your personal data, to correct them, modify them or delete any irregularities. If you have any questions or comments regarding the CIEL security policy of personal data (such as reviewing or updating your personal data), please go to the Contact section. As the Internet progresses, so will our Data security policy. We will publish our amendments to our personal data protection policy here. Please check this page regularly to be updated.