

## DATA PROTECTION DECLARATION (DPD)

Cosmetics Consultants Europe (CCE) approaches very seriously the compliance with the General Data Protection Regulation (GDPR) - Regulation (EU) 2016/679. The personal data of participants and lecturers for the e-Training are kept confidential and in accordance with the regulations' statutes. This includes any personal data as disclosed for reservation purposes on our website, as well as type and purpose of their use. Yet, we point out that data transmission over the Internet may unleash security gaps; accordingly, a complete protection of data against access by third parties is not possible.

### a) When using our reservation form

For reservation to our e-Training we provide a contact form on our website. In your response, it is necessary to provide us a valid e-mail address so that we know from whom the inquiry originates and in order to be able to answer it. Any further information is provided voluntarily. It is your free decision whether you want to enter this data in the contact form. Data processing for the purpose of reservation is carried out in accordance with Art. 6 / GDPR on the basis of your voluntarily given consent. The personal data collected by us for the use of the contact form will be automatically deleted after completion of your request.

### b) Passing on of data

Transfer of your personal data from us to third parties happens exclusively to the service partners involved in the contract processing, such as the the credit institution involved in payment matters. In cases where your personal data is transferred to third parties, the scope of the transferred data is limited to the minimum necessary.

We also may pass on your personal data to third parties if:

- You have given your consent to this in accordance with Art. 6 / GDPR;
- The disclosure is required under Art. 6 / GDPR for the assertion, exercise or defense of legal claims and there is no reason to believe that you have an overriding legitimate interest in not disclosing your data;
- In the event that there is a legal obligation for disclosure pursuant to Art. 6 / GDPR, as long as this is legally permissible and necessary for the processing of contractual relationships with you;
- In the context of an ordering process, consent is obtained from you for the transfer of your data to third parties.

### c) You have the following rights:

- To request information about your personal data processed by us in accordance with Art. 15 / GDPR;
- To demand the correction of incorrect or the completion of your data as stored by us, in accordance with Art. 16 / GDPR;
- To request the erasure of your personal data stored by us, pursuant to Art. 17 / GDPR;
- To request the restriction of the processing of your personal data, pursuant to Art. 18 / GDPR;
- To receive your personal data that you have provided to us in a structured, common and machine-readable format or to request that it be transferred to another controller, pursuant to Art. 20 / GDPR;
- To revoke your consent once given to us at any time, in accordance with Art. 7 / GDPR;
- To complain to a supervisory authority, in accordance with Art. 77 / GDPR.

### d) Right of objection

If your personal data is processed on the basis of legitimate interests pursuant to Art. 6 / GDPR, you have the right to object to the processing of your personal data pursuant to Art. 21 / GDPR, provided that there are grounds for doing so that arise from your particular situation or the objection is directed against direct advertising. In the latter case, you have a general right of objection, which is implemented by us without specifying a particular situation.

### e) Data security

We use appropriate technical and organizational security measures to protect your data against accidental or intentional manipulation, partial or complete loss, destruction or against unauthorized



access by third parties. Our security measures are continuously improved in line with technological developments.

f) Actuality and change of this privacy policy

This data protection declaration is currently valid and has the status of December 2021.

Due to the further development of our website and offers on it or due to changed legal or official requirements, it may become necessary to change this data protection declaration. The current data protection declaration can be accessed and printed out at any time on our website.

g) This data protection notice applies to data processing by:

- Cosmetics Consultants Europe, Square de Meeûs 38/40, B-1000 Bruxelles, Belgium, [www.ccecosmetic.org](http://www.ccecosmetic.org)