



1. Privacy Policy

1.1. Basic information on Data Protection

We know how important it is to you how we use and share your personal information. We appreciate the trust you place in us to treat it with due care and prudence. This privacy policy describes how we collect and treat your personal information at Ethon Shield.

Responsible for the processing of personal information

The organization responsible for the processing of personal data we collect is:

ETHON SHIELD S.L.

CIF: B88044995

Calle Isaac Albéniz Number 97 3 A 28222 - (Majadahonda) - Madrid.

Responsible for data protection: datos@ethonshield.com

For what purposes do we process your personal information?

The purpose of the processing depends on the reason we have your information:

- **Clients.** The reason why we have information about our customers is to be able to provide them with the services for which they have contracted us.
- **Potential clients.** Our commercial department treats the necessary data of the people and organizations that are interested in our services, sending them commercial information that may be of interest to them and inviting them to participate in the events we organize.
- **Suppliers.** In order for our suppliers to be able to provide us with the service we have contracted, they must provide us with personal information in order to contact them professionally.
- **Employees.** To make possible the execution of the employment contract, we collect all the necessary information to make possible the payment of their payroll, comply with all the necessary requirements to protect their health and safety at work, access the training



offered by the company, and perform the necessary labor control to continuously improve our processes.

- **Candidates.** Incorporation into the database of candidates for employment.
- **Newsletter and social networks.** At Ethon Shield we have accounts in the main social networks, where we publish news of interest about the company, the sector, our clients, and activities related to the company.
- **Website.** Attention to requests made through the contact form.

What gives us the right to process this type of information?

We generally request the data subject's express consent for processing whenever possible, for example, if someone is going to work for our organization or is interested in doing so. In the rest of the cases in which we do not ask for an express authorization, it is because we are entitled to process them in order to perform the contracted services and it has been provided to us by the company that is going to provide us with a service.

Data Retention

We keep the personal data provided for the time necessary to fulfill the purpose for which they are collected and to determine the possible responsibilities that may arise from the purpose, in addition to the periods established in the archives and documentation regulations.

To whom do we disclose the data?

The data is communicated to all the companies that provide us with the auxiliary services we need to develop our activity.

How to exercise your rights?

You can exercise your rights of access, rectification, deletion and portability of your data, of limitation and opposition to its processing, as well as not to be subject to decisions based solely on the automated processing of your data, where appropriate, before the Data Protection Officer: datos@ethonshield.com

In addition, in the event that we do not respond to your request, you can contact the Spanish Data Protection Agency.