

## **Data Protection Policy**

Luxembourg Finance Labelling Agency, association sans but lucrative (LuxFLAG) in Luxembourg is responsible for the processing of your personal data as described in this Data Protection Policy. LuxFLAG's address is 12, rue Erasme L-1468 Luxembourg. We consider it important to ensure that we act in a transparent, personal and reliable manner. Therefore, LuxFLAG handles your personal data with care and ensures that your personal data is processed in accordance with the EU General Data Protection Regulation. We will not send any personal data to third parties, except if required to do so by law, a government body or a private party in connection with a lawsuit, court decision, investigation or similar proceedings.

This Data Protection Policy aims to describe, among other matters, the processing objectives by LuxFLAG and how you can exercise your rights with regard to your personal data.

This Data Protection Policy may be amended from time to time if new developments require it. The most recent version of the Data Protection Policy is reflected by the date located at the bottom of this Data Protection Policy. All updates and amendments are effective immediately by posting a revised version of this Data Protection Policy or other notice on the Website. Therefore, LuxFLAG recommends that you consult the Data Protection Policy regularly to stay informed of any changes.

### **What personal data does LuxFLAG process?**

If you are not a client, LuxFLAG is processing your personal data based on legitimate interest. LuxFLAG will process your personal data for the sole purpose of sending you information and/or invitations related to sustainable finance matters and the association's activities.

If you are subscribing to our newsletter using a webform you submit your personal details. In that case, LuxFLAG will process the following personal information: your name, gender, email address and organization. Your preferences with regard to what type of documents you wish to receive, and invitations may be changed at any time. You can unsubscribe at any time via the Unsubscribe link at the bottom of the emails you receive or by writing to us.

Please kindly note that some of the databases or systems used by LuxFLAG for mailing services and storage systems may be hosted and/ or maintained by third party service providers located inside or outside of the European Union. To send out our mailings, we currently use a mailing program called MailChimp which processes your name, title, email address and organization. MailChimp participates in and has certified its compliance with the EU-U.S. Privacy Shield Framework and the Swiss-U.S Privacy Shield Framework. They are committed to subjecting all Personal Information received from European Union (EU) member countries and Switzerland, respectively, in reliance on each Privacy Shield Framework, to the Framework's applicable Principles.

If you are a client, we process your data on the basis of the agreement we have with you and also, to comply with our legal obligations, including the obligation to identify our relations and those under tax law. The personal data we will process includes your name, title, position, postal address, email address and phone number in order to get in touch with you.

### **What happens to your personal data?**

We do not reuse data for purposes other than those stated. We store your personal data in accordance with legal obligations or during the period necessary for the purposes for which they were collected.

LuxFLAG takes reasonable and appropriate technical and organizational security measures to store your personal data in secure databases or systems with restricted access and protect them against loss, accidental or intentional misuse, alteration, destruction and access by unauthorized persons.

Under certain conditions set out by law, we may disclose your information to third parties (for example, the European Anti-fraud Office, or national or international regulators) if this is necessary and proportionate for specified and lawful purposes.

### **Your rights**

You have the right to access, modify, correct and/ or request the deletion of your personal data at any time as well as to restrict or oppose to the use of your personal data for the purposes mentioned above.

### **Who can you contact?**

If you have any questions about the information above, please contact LuxFLAG:

- via your usual contact person at LuxFLAG
- by email at [info@luxflag.org](mailto:info@luxflag.org)
- via the website at <https://luxflag.org/contact/>

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