

Privacy Policy - JADE MFO SAM ("JADE")

Introduction

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th of April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, commonly referred to as the General Data Protection Regulation (hereinafter the "GDPR"), establishes the legal framework applicable to the processing of personal data.

The GDPR strengthens the rights and obligations of data controllers, processors, data subjects, and data recipients.

JADE complies with GDPR regulations, ensuring the protection of personal data. Individual clients' and contacts' information is processed in accordance with the rights of the individuals concerned. The main points are as follows:

- **Data Collection:** JADE collects identification, contact, and professional information and, if necessary, banking or personal data. Technical data (such as IP addresses) are also recorded.
- **Purpose:** This data is used for case management, client relations, events, and legal obligations.
- **Recipients:** Data is shared exclusively with JADE's internal staff and service providers. Clients give their consent for their data to be transmitted to any external service provider involved in service delivery, as well as any government agency.
- **Security:** Technical (VPN, password) and physical measures (access control to premises) protect the information.
- **Individual Rights:** Any individual has the right to access, correct, or request the deletion of their data under certain conditions.
- **Data Retention Period:** Defined by JADE in accordance with existing legal and contractual constraints. After the retention periods, data is either deleted or kept for statistical purposes.
- **Right of Access:** Every individual has the right to access their personal data. Clients and contacts can request a copy of their personal data; any such request may incur a cost, which will be borne by the requesting party.

Jade's Data Protection Officer can be contacted for further information.

