

## **CMP Lawyers Privacy policy**

The purpose of this Privacy Policy is to inform data subject about the personal data processed by CAZACU, MANOLACHE, POPA SCA (further referred to as "**CMP**"), the rights of such data subjects and the mechanisms utilized by CMP when processing personal data.

### **1. What is personal data and how is it collected by CMP**

Personal Data ("**Personal Data**") is any information about an identified or identifiable natural person; an identifiable natural person is a person who can be identified, directly or indirectly, in particular by reference to an identification element such as name, identification number, location data, online identifier, or one or more specific elements, of his physical, physiological, genetic, psychic, economic, cultural or social identity.

CMP collects personal data through the [www.cmp-lawyers.com](http://www.cmp-lawyers.com) website.

### **2. The purpose and legal basis of the processing of personal data**

- (a) CMP processes personal data voluntarily introduced into the contact form by data subjects, strictly to the extent of providing answers to the questions addressed within the form;
- (b) CMP processes the e-mail addresses introduced into the newsletter sign-up form, strictly to the extent of transmitting legal and commercial updates (newsletters) to interested persons.

### **3. Categories of processed data**

In order to achieve the above purposes, CMP processes the following categories of personal data:

- (a) Name, surname and e-mail address of data subjects when such data is introduced within the contact form;
- (b) E-mail address voluntarily introduce to the purpose of receiving e-mails.

### **4. Processing of special categories of personal data**

CMP does not process special personal data, as to the meaning ascribed by the legislation.

### **5. Recipients of personal data**

CMP may disclose personal data of data subjects to third parties in order to fulfill a legal obligation of the controller or to the purpose of regulating the technical process of its website.

Such recipients may include:

- (a) Public authorities (according to the legal obligations of CMP);
- (b) Courts of law or arbitral tribunals;
- (c) IT and WEB suppliers or consultants of CMP.

## **6. Retention period of personal data**

The personal data collected by CMP will be processed for the period of time necessary to answer the queries of the data subject. As concerns the newsletter, any personal data will be processed until a notification of withdrawal from the distribution list sent by the data subject is received by CMP.

## **7. Rights of data subjects**

Data subjects whose personal data are processed by CMP may exercise the following rights:

- A. The right to be informed about Personal Data processed by CMP;
- B. The right to obtain from CMP confirmation that it processes the Personal Data of the data subject and, if so, access to that data and information such as the purposes of the processing, the categories of personal data concerned, the recipients or the categories of recipients, where possible, the expected storage period;
- C. The right to rectify inaccurate Personal Data;
- D. The right to have Personal Data deleted;
- E. The right to restrict processing in the conditions provided for by the legislation;
- F. The right to data portability, which consists in requesting CMP to transmit Personal Data provided by the data subject to another controller;
- G. The right to object to the processing of Personal Data at any time, free of charge and without justification for the situations and under the conditions provided for by the legislation;
- H. If the data is processed based on your consent, you have the right to withdraw your consent at any time, without prejudice to the lawfulness of the processing performed up to that point;
- I. The right to file a complaint with the National Supervisory Authority for Personal Data Processing (ANSPDCP);
- J. The right to appeal to justice.

In order to exercise the rights set forth in subparagraphs a) - h) above, you may submit to CMP a written, dated and signed request at the CMP office from Bucharest, 1<sup>st</sup> District, 21 Crisana str., 010827 or you may submit such an request via e-mail at [office@cmp-lawyers.com](mailto:office@cmp-lawyers.com).