

PRIVACY POLICY

Updated: January 2019

1. Storage and use of your personal data

Data collected from the form are saved in a computer file for the purposes of communicating information associated with the Cap Oniros name and services.

They are kept for a period of 36 months and are intended for use by our marketing and commercial services, set up within the European Union.

This file can be accessed only by Cap Oniros management.

According to the European Union's General Data Protection Regulation (GDPR), you can exercise your right of access to data about you and have them corrected by contacting: Jean-Marc Aumaitre (Cap Oniros owner-manager) at 7 bis, rue Médéric – 92250, La Garenne Colombes, France and/or by email at contact@caponiros.fr (cf. §3.1).

2. Consent and Processing of your personal data

By checking the mandatory consent box (“I authorise Cap Oniros to collect my contact details by way of this form”) before submitting any form appearing on the website www.caponiros.fr, you explicitly authorise the storage and processing of your data for the purposes of making our products and services known to you.

You authorise Cap Oniros:

- To contact you for all commercial correspondence;
- To send you personalised information about our products and services;
- **By way of its behavioural marketing solution**, to store information about your clickstream behaviour and your brochure uploads on the www.caponiros.fr website, in order to segment our contacts lists and send you only information and communications that may be of interest to you personally.

These behavioural data are stored within the European Union.

Helpful tip: You don't wish to give your consent?

Then call us directly on +33(0) 7 77 04 31 90 so that we can answer your questions by phone.

3. Withdrawal of consent regarding your personal data

3.1 Right of access to your personal data

You have the right to request access to, the modification of and/or erasure of data about you at any time by contacting Cap Oniros:

By post: Cap Oniros – 7 bis, rue Médéric, 92250 La Garenne Colombes, France, accompanied by a copy of your ID. This should ideally be sent by registered post, with recorded delivery.

By paying us a visit: Please bring proof of your ID with you.

The French Data Protection Authority (CNIL) specifies, “You may be accompanied by a person of your choice. The consultation should last as long as is necessary to take note conveniently and completely. It is possible to request a copy of the data”.

The person responsible for the file has a maximum period of 2 months from the time such a request is made in which to respond, commencing from the date of receiving the request, whether made by post or at our office. The CNIL continues, “If the request is incomplete (for example, in the absence of proof of ID), the person responsible for the file is entitled to request additional information; the time limit is accordingly suspended and begins again upon receipt of these additional elements”.

Limits relating to the right of access can be found on the CNIL’s website and consulted by clicking here. <https://www.cnil.fr/fr/respecter-les-droits-des-personnes> (source document in French).

3.2. Modification of your subscriptions

You are also at liberty to modify your subscriptions to our communications by clicking on the “Modify my preferences” link provided at the bottom of each of our email communications.

To unsubscribe from all Cap Oniros communications, click on the unsubscribe link appearing at the bottom of our emails.

You can then choose:

- To modify your preferences for receiving our communications;
- To unsubscribe from all marketing and commercial communications until you submit your consent again on the website.

4. What are cookies and how do we use them?

Cookies are small text files sent from a website and stored in the user’s web browser in order to remember site status and user activity on that site.

They allow memorisation of variables such as basket content, user profile, language used, etc. Our site uses the following cookies:

- **Google Analytics**

Google Analytics is Google’s statistical measurement tool. The data used by these cookies do not make it possible to identify you personally. The following cookies are used by Google Analytics:

- *_ga*: This cookie name is associated with Google Universal Analytics. It is included in every page request within a site and used to calculate visitor, session and campaign data for website analytical reports. It is set to expire after 2 years.
- *_gid*: This cookie name is associated with Google Universal Analytics. It stores and updates a unique value for each page view. It is set to expire after 24 hours.

- *_gat*: This cookie name is associated with Google Universal Analytics. It is used to throttle request rate, which restricts data collection on high-traffic websites. It is set to expire after 1 minute

- OVH

- *60gp* and *60gpBAK*: Cookies used by the website host OVH to remember the site's shared instance cluster, thus avoiding the user being disconnected when navigating from one page to another.

5. For how long do we keep your personal data?

Data conveyed by the website's various contact forms are kept for a period of 36 months from the time of submitting the form. OR ...kept until you request their revocation.

Cookies used by Google Analytics (for audience measurement purposes) have the following lifetimes:

- *_ga*: 2 years
- *_gid*: 24 hours
- *_gat*: 1 minute

Cookies used by OVH have the following lifetimes:

- *60gp* and *60gpBAK*: duration of the session