

Privacy Statement

Mitrani, Caballero & Ruiz Moreno is committed to protecting and respecting your privacy. As a law firm, we regularly receive and collect personal data¹ as part of our professional activities.

A) Collection of Personal Data.

Our firm may collect personal data in the following circumstances:

1. In the course of the performance of services for our customers;
2. When a customer or prospective customer requests service proposals or seeks legal advice from our firm;
3. When a person or organization offers or provides services to our firm;
4. If a person exchanges information with us through our web site www.mcolex.com;
5. When a person provides personal data to us in other circumstances (e.g. request details about a meeting or request us to include you in our distribution list of mailing or publications).

B) Categories of Personal Data our firm may collect.

The personal data that our firm collects and processes may include:

1. Basic information, such as name (including name prefix or title), place of work, title or position, date of birth etc.
2. Professional credentials, academic information, particularly as part of recruitment process.
3. Contact information, such as postal address, email address and phone number(s)
4. Bank information for payment purposes;
5. Internet and other technical information, such as information from your visits to our website or in relation to materials and communications we send electronically;
6. Information to enable meetings and attendance to events;
7. Identification and background collected as part of our business acceptance processes;
8. Personal information provided to us, generated or obtained in the course or as consequence of the performance of services; and
9. Any other information relating to you which you may provide to our firm or that may be accessed by public, legal and legitimate sources.

¹ For purposes of this Privacy Statement "personal data" means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

C) Permitted Use of the Personal Data.

Whether our firm receives personal data directly from you or from a third party, our firm will only use your personal data in connection with its professional activities, including:

1. To manage and administer our firm's relationship with its clients;
2. To fulfil our legal, regulatory and risk management obligations, including establishing, exercising or defending legal claims;
3. To provide and improve our website, including auditing and monitoring its use;
4. To communicate with our clients with respect to legal developments, announcements, events and the legal services we offer;
5. Gathering information regarding your preferences to improve the quality of our communications and interaction with our clients, such as through website analytics or the tracking of our client publications;
6. To provide and improve our services to our clients, including handling the personal information of others on behalf of our clients;
7. To provide information requested by our clients;
8. To promote services, including sending legal updates, publications and details of events;
9. Distributing surveys or marketing materials;
10. To perform a contract, such as engaging with an individual to provide legal or other services; and/or
11. For other legitimate business purposes.

D) International Transfers of Personal Data.

In order to provide our services, we may need to transfer personal data to locations outside the jurisdiction where you provided such information or where the services are performed or where you are viewing our website for the purposes set out in this privacy policy. This may entail a transfer of your information from a location within the European Economic Area (the "EEA") to outside the EEA, or from outside the EEA to a location within the EEA.

Whenever applicable, we will implement appropriate measures to ensure that your personal information remains protected and secure in accordance with applicable data protection laws. For information that will be processed in Argentina, be informed that the European Union formally declared that Argentina offers adequate protection and therefore, no specific measures are to be adopted for the time being.

E) Security Measures

Our firm implements appropriate technical and organizational measures to help protect your personal data from unauthorized access, use, disclosure, alteration or destruction consistent with applicable data protection laws. Personal data may be stored on our own technology systems or those of our vendors or in paper files.

F) Retention of the Personal Data

Our firm will delete your personal data when it is no longer reasonably required or necessary for the permitted uses described in this document or if you withdraw your consent (where applicable).

G) Rights of Access. Update and deletion of Personal Data.

You are entitled to request details of the information our firm holds about you and how we process it. You may also have a right in accordance with applicable data protection law to have it rectified or deleted, to restrict our processing of that information, to stop unauthorized transfers of your personal information to a third party and, in some circumstances, to have personal information relating to you transferred to another organization.

This Privacy Notice was issued in May 2018. We reserve the right to amend this Privacy Notice from time to time to reflect legal requirements. We will include the latest update of this privacy Statement in all communications with you.
