

# EPN Consulting

*The European Professionals Network*



To Whom It May Concern

London, 18<sup>th</sup> May 2018

## **General Data Protection Regulation (GDPR)**

The EU General Data Protection Regulation (GDPR) replaces the Data Protection Directive 95/46/EC and was designed to harmonise data privacy laws across Europe, to protect and empower all EU citizens data privacy and to reshape the way organisations across the region approach data privacy. Enforcement date: 25<sup>th</sup> May 2018.

Below a few simple explanations of what EPN Consulting does with individuals' data collected.

### **Why EPN Consulting collects data**

EPN Consulting collects data for business reasons only and, in particular, for its B2B professional services

### **Whose data EPN Consulting collects**

EPN Consulting collects data of:

- clients (prospective and acquired)
- members of its network
- professional acquaintances

### **What data EPN Consulting collects**

Data collected generally regard all or part of the list of items below:

- name
- surname
- email
- company name
- company VAT number
- job role
- address
- phone numbers
- bank account details, only when payments are envisaged

### **How data can be collected**

The process of collecting data from individuals can be:

- voluntary (e.g. by swapping business cards at events, individuals willing to register to the EPN Consulting Newsletter, etc.)
- automated (e.g. by apps able to read emails signatures, extract data from social media, etc.)

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#### **EPN Consulting Limited**

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### Where collected data are stored

EPN Consulting stores data on its IT equipment (e.g. laptops, tablets, etc.) and on online cloud storage services that are encrypted with secure algorithms (e.g. AES 256 bits).

Currently EPN Consulting uses:

- *LessannoyingCRM* as its **Data Processor**. Please refer to their Privacy Policy (<https://www.lessannoyingcrm.com/Privacy>) and Terms of Service (<https://www.lessannoyingcrm.com/Terms>) for more information
- *ConstantContact* as its **marketing automation platform**. By clicking to submit the form for registering to the monthly EPN Consulting Newsletter, you acknowledge that the information you provide will be transferred to ConstantContact for processing in accordance with their Privacy Policy (<https://www.constantcontact.com/legal/privacy-statement>) and Terms of Service (<https://www.constantcontact.com/legal/terms>)

Should EPN Consulting change providers, the GDPR document will be updated accordingly.

Finally, EPN Consulting uses social media platforms (e.g. LinkedIn, Twitter, Facebook and Instagram) where individuals' data are stored. These platforms allow to extract data concerning people we are linked to that may be added to the EPN Consulting database.

### How your data currently stored can be amended, modified or deleted

EPN Consulting NEVER communicates, transfers or sells personal data to other organisations or individuals. Occasionally the communication of professional data to other individuals may happen for business reasons (e.g. creation of a project consortium).

However, the concerned individuals will be previously informed and, in negative case, there will be no communication, although this decision may stop the concerned business process.

You can request to have your data amended, modified or deleted from the EPN Consulting database:

- if this concerns the EPN Consulting Newsletter, *ConstantContact* include the "SafeUnsubscribe™" feature
- alternatively, you can send an email to [Privacy@EPNconsulting.eu](mailto:Privacy@EPNconsulting.eu)

### How your data currently stored are changed with the GDPR

To make things easy, EPN Consulting will keep its database as is.

In case you would like to amend/modify/delete some or all items of your data, please send an email to [Privacy@EPNconsulting.eu](mailto:Privacy@EPNconsulting.eu)

### Identification of the Data Protection Officer

The EPN Consulting Data Protection Officer is the Founder and CEO Dr Ing Stefano Mainero

EPN Consulting Limited  
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