

## Privacy Policy

This privacy policy describes the processing of personal data by the National Research and Development Institute for Textiles and Leather - INCDTP Bucharest, acting as the data controller of this information as defined by the General Data Protection Regulation of the European Union (<https://www.eugdpr.org>).

### 1. About INCDTP and your data privacy rights

**1.1** INCDTP is a national institute with research and development activity in textile, clothing, leather and rubber domains, constituted under Romanian law. INCDTP address is: 16, Lucretiu Patrascanu st., Bucharest, sector 3, postal code 030508, Romania, phone/fax: +40213504928/+40213405515, e-mail: [office@incdtp.ro](mailto:office@incdtp.ro).

**1.2 Your data privacy rights** - INCDTP is committed to the high data privacy standards and to protecting the personal data it collects and processes. INCDTP has to that end deployed this data privacy policy and organisational measures to prevent data breaches and unlawful use.

As a data controller, our responsibility notably implies that we provide you with the right to consult, correct or remove any of your personal data.

→ Should you wish to consult, complete, rectify or remove any of the information that we hold about you or your organisation, please contact us at: [office@incdtp.ro](mailto:office@incdtp.ro)

→ To know more about your data protection and privacy rights please consult the guidelines available at [https://europa.eu/youreurope/citizens/consumers/internet-telecoms/data-protection-online-privacy/index\\_en.htm](https://europa.eu/youreurope/citizens/consumers/internet-telecoms/data-protection-online-privacy/index_en.htm).

### 2. About the personal data we collect and the way we use them

**2.1 Personal data** – As an external stakeholder, you may provide INCDTP with personal data information when using our website, interacting with us on social media, registering for information or events.

The data we collect can include your organisation's name, title (or gender), job title, first name, family name, function, telephone number, mailing address, e-mail, web address or photo.

This data is considered as personal data under the EU GDPR. In most instances, we collect personal data directly from the data subjects, but we may sometimes obtain personal data from third parties such as directories or EU institutions websites.

**2.2 Purpose of use and processing** - the information that you provide us with will be used for the fulfillment of contractual and/or legal obligations. More specifically, as part of its general mission, INCDTP processes personal data for the following purposes:

**For general administration:** INCDTP has legitimate interests in the processing of personal data of the contact persons across its partners and collaborators for the purpose of administration. INCDTP also processes the personal data of representatives and contact persons of entities with which INCDTP contracts, such as consortiums, services providers or consultancies.

**For research and publication purposes:** INCDTP processes contact details of researchers, academics, consultants and industry experts for the purposes of carrying out its research and publication activities.

**For events organisation:** INCDTP processes identification details of individuals who register to participate to events and conferences it organises for the purpose of managing the registration, invoicing and participation to such events under the general terms and conditions

that are expressly accepted by the individuals and/or based on consent for certain personal data.

**For websites security and content access:** INCDTP processes identification data from individuals who register themselves on websites managed by INCDTP and give their express consent to receive newsletters or information from INCDTP. INCDTP also processes identification data from content subscribers to facilitate their personal access to the subscribed content.

**2.3 Explicit consent, retention and right of consultation and modification** – Your prior informed, explicit, consent for the use and processing of your personal data will be requested for registering to INCDTP mass communication such as newsletters or event participation. Your consent will also be specifically asked for photos or multimedia content that may enable the recognition of participants at events.

Your personal data will be kept as long as you are a designated person of your organisation in relation with INCDTP or its representatives and, otherwise provided by law, for the time that is strictly necessary to achieve the purpose(s) for which they were collected.

Should you wish to withdraw your prior informed consent, consult, complete, rectify or remove any of the information that we hold about you or your organisation, please contact us at: [office@incdtp.ro](mailto:office@incdtp.ro)

**2.4 Data sharing** - As a research institute, INCDTP does not share or sell any personal data to third parties for any commercial purposes.

Your personal data will not be shared with any other third parties unless we would be required to do so by law or to comply with a court order served upon us in connection with our website(s), social media, the implementation of the EU GDPR or to protect and defend our legal rights and interests and those of our employees.

Personal data may be shared with INCDTP members for the same legitimate interest and purpose INCDTP uses them.

**2.5 Risk assessment** - The processing of your personal data was self-assessed as presenting limited risks for your fundamental rights considering that only professional information is used and that adequate measures are in place to prevent data breaches.

### **3. About our websites and social media**

**3.1 Cookies** - Our websites or social media channels may use tracking techniques such as cookies for collecting technical information about your use for the purpose of improving and tailoring their content and making it more user-friendly.

Cookies are stored on your computer and enable us to track your computer's use of the website and, for registered users, to manage their access to specific content.

It is possible for you to disable or delete cookies within your specific browser options, although this may impair your use of the website or will require you to resubmit your credentials to access subscriber's content

**3.2 Social media privacy policies** - When interacting with our social media channels your consent and personal data use are covered by the terms and conditions and privacy policies of each of these social media platforms.

**3.3 Third parties websites and social media** - Our websites, social media channels and electronic communication tools may also contain links to websites or social media channels of third parties. These links are provided for your information and convenience only. INCDTP does not endorse, approve or take any responsibility for the websites or social media channels

which we provide links to. We also do not endorse, approve or take any responsibility for their availability, performance, content or for the use of such websites or social media channels or any information contained therein.

INCDTP's data privacy policy applies only to INCDTP databases, websites, and electronic communication media and not to any other websites or media that you would access by hyperlink from our websites or our social media. When you leave our website by linking to another site or through social media, you should read the privacy policy, if any, provided by such website or media.