

## Privacy notice

Rev.0 – 22/02/2022

### 1. Scope and applicable definition

Symbio has implemented features on the website [www.symbio.one](http://www.symbio.one) (the "Website") that create personal data processing, the terms of which are defined in this privacy notice.

For the purposes of this notice, personal data (the "Personal Data") is any information relating to a natural person who is or could be identified directly or indirectly (identifiable natural person).

### 2. Processing of Personal Data

#### 2.1 Processing carried out on the basis of individual consent

The treatments listed below are based on consent:

<b>Account management</b>	<p>Legal ground: consent of the person in question            Data collected: name, first name, email, telephone, language of communication            Recipients: Website administrators, authorized persons from Symbio's Communication Department, Symbio's IT department.            Retention period: 2 years</p>
<b>Contact form</b>	<p>Legal ground: consent of the person concerned            Data collected:            Mandatory: email, subject and message,            Depending on the message and the recipient: offer number, user account, telephone number, customer country, company name,            Recipients: Authorized persons from the Communication Department, Symbio staff for whom the message is intended, Website administrators and the IT team.            Retention period: 2 years</p>

#### 2.2 Processing carried out on the basis of SYMBIO's legitimate interest

Symbio has implemented processes to protect the Personal Data of its Users, to protect its information system and to meet its legal obligations.

<b>Security of the information system and confidentiality of Personal Data.</b>	<p>Legal ground: Legitimate interest: Symbio has implemented appropriate security and confidentiality measures to protect Personal Information from loss, alteration or disclosure to unauthorized third parties. These procedures are state of the art and are updated regularly.            Data collected: connection logs, cookies and IP address            Retention period: 1 year            Recipients: Website administrators and IT department</p>
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### 3. Information on the Personal Data collected

Personal Data may be collected from the User either as a result of filling in the form or via the data User's terminal.

The list of Personal Data collected may vary to comply with locally applicable regulations.

Under no circumstances will Personal Data be used for purposes that are not compatible with the original purpose. The Personal Data collected is not transferred to third parties for commercial or advertising purposes.

### 4. No transfer of Personal Data outside European Union

Personal Data is not transferred outside the European Union.

### 5. Cookies

Terms and conditions related to cookies are embedded in the Legal Terms of the Website.

### 6. Statement

Any processing of Users' Personal Data implies acceptance of this Notice of Information, such acceptance being granted by checking the box below the contact form.

The User agrees to provide complete, accurate and legitimate information in the form.

### 7. User rights

The Users concerned have rights of access, rectification, deletion, limitation and portability that they may exercise by contacting the Legal and Compliance Department of Symbio by mail at Symbio - Legal and compliance department - Bâtiment Initial - 5, rue Simone Veil - 69200 VENISSIEUX (France) or by e-mail at [dataprivacy@symbio.one](mailto:dataprivacy@symbio.one). All requests must be accompanied by proof of identity

The User concerned also has the right to file a complaint with a personal data control authority in case of lack of response or unsatisfactory response from Symbio. For France, this recourse can be exercised with the CNIL. For more information: <https://www.cnil.fr/>.

### 8. Change of this Privacy Notice

Symbio is entitled to change this Privacy Notice. In the event that this evolution is likely to have a substantial impact on the User whose Personal Information has been collected, the latter will be informed.