

DATA PROTECTION CHARTER - Formations site Mentoring

1.1 Data processing

The General Regulation on the Protection of Personal Data (RGPD) imposes strict rules on the protection of personal data and transparency with regard to their holder.

Azur Health Science, in its capacity as data controller, is subject to the protection of personal data. Personal data relating to the learner's identity (surname, first name, e-mail address, photo (optional), profile); economic and financial information (data relating to online payment by credit card: buyer's identity data); the training itself (professional project, training title and duration, results, assessments, end-of-training certificate, satisfaction survey, etc.); as well as connection data relating to the training itself (number of participants, number of courses, etc.).); as well as connection data (duration and date of visit, login and password for access to the Mentoring site) are collected by Azur Health Science within the framework of its Mentoring website, throughout the entire period of the training action.

They are intended for Azur Health Science as part of its training/mentoring management and are used for :

- **Administration of the mentoring platform (management of access to Azur Health Science training services via registration or connection);**
- **Management of invoicing for training (online payment for training via the STRIPE module);**
- **Distribution of training content and monitoring of progress during the course;**
- **Management of evaluations and delivery of end-of-training certificates;**
- **Management of notifications and communications within the Mentoring site (requests for appointments or contacts);**
- **Management of support and maintenance of the Mentoring site;**
- **Transmission of satisfaction questionnaires at the end of training;**
- **Management of corporate reporting (management of training statistics, financial reporting, etc.).**

The aforementioned purposes for processing personal data are necessary for the execution of the training program (legal contractual basis). In this respect, Azur Health Science undertakes to process the learner's personal data only for the purpose of carrying out the training course, and to limit the collection of such data to that which is strictly necessary. Under no circumstances will the learner's data be sold or exchanged.

Azur Health Science will keep personal data in an active database until the learner's account is deleted, and then for 12 months after the account is closed, with the exception of economic and financial information (such as invoicing data), which will be kept for 10 years, in accordance with article L12322 of the French Commercial Code.

Azur Health Science undertakes to take all necessary steps to ensure the confidentiality and security of the learner's personal data, so as to prevent damage, deletion or access by unauthorized third parties.

Access to personal data will be limited, internally, to authorized Azur Health Science personnel (employees) only.

Data recipients are located entirely within the European Union.

1.2 Exercising your rights

In accordance with the applicable legal and regulatory provisions, you have the right to access, rectify, port, delete, oppose or limit the processing of your data. These provisions apply to all processing operations and categories of personal data collected, whatever the medium and including all forms applicable to the processes implemented.

Requests can be made :

- By contacting Azur Health Science's Data Protection Officer directly at the following address: dpo@azurhealthscience.com;
- By postal e-mail by writing to Azur Health Science, located at 1 Chemin des Cigognes 68550 SAINT-AMARIN.

Azur Health Science undertakes to implement the procedures necessary for the proper management of requests to exercise rights made by its employees.

Your request will be processed within the deadlines imposed by the RGPD and the Commission Nationale de l'Informatique et des Libertés (CNIL).

A complaint may be addressed to the French supervisory authority (CNIL) at the following address: contact the CNIL DPO or by telephone: 01 53 73 22 22 or by post to the following postal address: 3 Place de Fontenoy - TSA 80715 - 75334 Paris Cedex 07.

I, the undersigned, hereby certify that I have read this personal data protection charter.

The :

At :

SIGNATURE	Preceded by the words "read and approved".
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