

## **Information Notice – Newsletters – Wordkind**

### **1.1 Controller**

Wordkind is the data controller of the processes of your personal data in relation to your reception of our newsletter.

### **1.2 Contact information**

If you have any questions regarding the processing of your personal data in relation to your reception of our newsletter, please contact Jenifer Clausell-Tormos through [info@wordkind.com](mailto:info@wordkind.com)

### **2.1 Purpose of treatment of personal data**

The main purpose of the processing of personal data is to give you the most recent news and offers about us and our services.

### **2.2 Legal basis for processing of personal data**

The processing of personal data is based on your consent and you may at any time withdraw your consent.

### **3.1 Categories of recipients**

Your personal data is passed on to marketing firms.

### **3.2 Categories of recipients in third countries**

Your personal data is transferred to third countries. A third country is a country outside EU/EES, for instance USA.

The data is not transferred to international organizations. An international organization is for instance UN, EU or NATO.

## **4. Time frame for storage**

Your personal data is stored as long as you subscribe to our newsletter and up to three years from the retraction of your consent.

### **5.1 Rights**

Under the General Data Protection Regulation you have a number of rights in relation to the processing of your personal data. If you wish to make use of your rights, please turn to Jenifer Clausell-Tormos by [info@wordkind.com](mailto:info@wordkind.com).

#### **5.1.1. Right of access**

You have the right to access the personal data we process on your behalf, as well as to receive a copy of the data.

#### **5.1.2. Right of rectification**

You have the right to have incorrect data about yourself rectified.

#### **5.1.3. Right to erasure**

In special cases you have the right to request erasure of your personal data.

#### **5.1.4. Right to restriction of processing**

In certain cases you have the right to restrict the processing of your personal data. If you have the right to restricted processing, we cannot process your personal data, unless it is for storage, without your consent for the establishment, exercise or defence of legal claims or to protect a person or important public interests of the Union or of a Member State.

#### **5.1.5. Right to object**

In specific situations cases you have the right to object to our processing of your personal data.

#### **5.1.6. Right to data portability**

Under certain circumstances, you have the right to receive your own personal data in a structured, commonly used and machine-readable format, as well as to transfer this data from one controller to another without hindrance.

### **5.2. Requirements**

You are required to provide us with your personal data, in order for us to uphold the obligations that stem from the employment contract, and to manage your employment with us.

### **5.2. Supervisory authorities**

You have the right to file a complaint to the local supervisory authority. You may also read more about your rights in the local supervisory authority where Wordkind operates:

- Sweden – Datainspektionen – [www.datainspektionen.se](http://www.datainspektionen.se)
- Denmark – Datatilsynet – [www.datatilsynet.dk](http://www.datatilsynet.dk)
- Norway – Datatilsynet – [www.datatilsynet.no](http://www.datatilsynet.no)
- Finland – Tietosuojavaltuutetun toimisto – [www.tietosuoja.fi](http://www.tietosuoja.fi)