

RemeGen

RemeGen Co., Ltd (RemeGen) takes the privacy of your information very seriously and is committed to the protection of your Personal Data. To ensure you are fully informed and adhere to current legislation, this Privacy Notice is designed to inform you about:

- **How** we collect and process your information
- **Why** we collect your information
- **What** rights you have

How we collect your information

RemeGen collects your Personal Data about yourself when you submit information on this website. The type of Personal Data we collect on you, and you voluntarily provide to us on this website include some or all of the following:

- Your name
- Email address
- Telephone numbers
- IP address

The legal basis for processing your data is based on your specific consent when contacting RemeGen via our email address provided on the website and that we will have requested at the point the information was initially provided, therefore we will not store, process or transfer your data unless we have an appropriate lawful reason to do so.

If you are a user of the EU / EEA we process your Personal Data under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information is:

- Your consent. You can remove your consent at any time and request for your information collected above to be erased, you can do this by contacting:
- European Data Protection Office (EDPO), Avenue Huart Hamoir 71, 1030 Brussels, Belgium

Data Request form: <https://edpo.com/gdpr-data-request/>

Email: privacy@epdo.com

Contact Name: Jane Murphy and Romane Geurts

Phone: +32 475 81 02 62

Why we collect your information

RemeGen collect your Personal Data so we can:

- To contact you, following your enquiry, reply to any questions, suggestions, issues or complaints you have contacted us about

Who we might share your information with

We may share your Personal Data with other organisations in the following circumstances:

- If the law or a public authority says we must share the Personal Data
- We use data processors who are third parties who provide elements of services for us. We have Data Processor Agreements in place with our data processors. This means that they cannot do anything with your personal information unless we have instructed them to do it. They will not share your personal information with any organisation apart from us or further sub-processors who must comply with our Data Processor Agreement. They will hold your Personal Data securely and retain it for the period we instruct

What rights you have

The Right to be Informed about our Collection and Use of Personal Data

You have the right to be informed about the collection and use of your Personal Data. We ensure we do this with our internal data protection policies and through our external website policy. These are regularly reviewed and updated to ensure these are accurate and reflect our data processing activities.

Right to Access Your Personal Data

You have the right to access the personal information that we hold about you in many circumstances, by making a request. This is sometimes termed 'Subject Access Request'. If we agree that we are obliged to provide personal information to you (or someone else on your behalf), we will provide it to you or them free of charge and aim to do so within 1 month from when your identity has been confirmed.

We would ask for proof of identity and sufficient information about your interactions with us that we can locate your personal information.

Right to Correction Your Personal Data

If any of the personal information we hold about you is inaccurate, incomplete or out of date, you may ask us to correct it.

Right to Restrict Processing

You have the right to ask us to restrict the processing of your Personal Data. For example, this may be because you have issues with the accuracy of the data we hold or the way we have processed your data. The right is not absolute and only applies in certain circumstances.

Right to Erasure

You have the right to have Personal Data erased. This is also known as the 'right to be forgotten'. The right is not absolute and only applies in certain circumstances.

Right to Portability

The right to portability gives you the right to receive Personal Data you have provided to a controller in a structured, commonly used and machine readable format. It also gives them you the right to request that a controller transmits this data directly to another controller.

Right to object

You have the right to object to our processing of some or all of the Personal Data that we hold about you. This is an absolute right when we use your data for direct marketing, but may not apply in other circumstances where we have a compelling reason to do so, e.g., a legal obligation.

How long we keep your information for

We retain a record of your personal information in order to provide you with a high quality and consistent service. We will always retain your personal information in accordance with the Data Protection Legislation and never retain your information for longer than is necessary. Unless otherwise required by law, your data will be stored for a period of 1 years after our last contact with you, at which point it will be deleted.

Security

Data security is of great importance to RemeGen and to protect your Personal Data we have put in place suitable physical, electronic and managerial procedures to safeguard and secure your collected data.

We take security measures to protect your information including:

- Implementing access controls to our information technology
- We use appropriate procedures and technical security measures (including strict encryption, anonymisation and archiving techniques) to safeguard your information across all our computer systems, networks, websites, mobile apps, offices and stores.

Changes

We may change this Privacy Policy from time to time (for example, if the law changes). We recommend that you check this policy regularly to keep up-to-date.

How to contact Us

If you would like to exercise one of your rights as set out above, or you have a question or a complaint about this policy, the way your personal information is processed, please contact us by one of the following means:

By email: privacy@epdo.com

By post: European Data Protection Office (EDPO), Avenue Huart Hamoir 71, 1030 Brussels, BELGIUM

Thank you for taking the time to read our Privacy Policy.

RemeGen Co., LTD. This Policy was last updated on 29th March 2023