

## **PRIVACY POLICY OF THE WEB SITE CONCEPTABP.EU**

Privacy policy for personal data of on-line users of our web site collected by conceptabp.eu

Privacy is of great importance to CONCEPTA BP Ltd. and we want the processing and protection of your personal data, collected by you while using our web site, to be fully open and transparent to you.

Personal data means any information or set of information that identifies or could be used to identify the user of the web site – such as name, address, e-mail, ID, IP address, cookie ID, etc.

This website is not intended for children and persons under the age of 18. We do not have a policy to collect or keep information about people under the age of 18.

### **THE LEGAL FRAMEWORK FOR THE PROTECTION OF PERSONAL DATA**

Respecting the privacy and protection of your personal data is an important issue for us that we take into account in all of our business relationships. We always act in accordance with the provisions of the Personal Data Protection Act and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016.

The legal basis for the processing of personal data is described in Art. 6 (1) (a) of Regulation (EC) 2016/679, and the data subject expressly agrees to process his data for the purposes described in the General Terms.

It is possible that over time there will be other changes that we will have to make in this privacy policy, in which case we will notify you whenever we make a change in our policy. We may have to ask you to accept the changes or re-consent to the use of your personal information.

### **COLLECTING DATA**

Data you share with us:

- By emails, letters, or phone calls to us;
- Completed and sent by you forms related to the services used;
- Data you send to us in the form of feedback;

We do not collect sensitive personal information about you.

### **THIRD PARTIES**

Personal data may be provided to government and / or law enforcement authorities if required by applicable law.

Site cookies are used to store the settings and identifiers needed to provide the services listed on the site. Some of these cookies are technically necessary for the site to function properly. More information about our cookie policy can be found here. [Cookie Policy](#)

## **USE OF PERSONAL DATA**

The personal data provided by you in using our web site are processed and used by CONSEPTA BP Ltd. for the sole purpose of the stated purposes. These include:

1. Providing, improving and maintaining our online services:

This includes data analyzes, identifying trends in use, as well as calculations and statistics. These data are basically quantitative, with no personalized information.

2. Use contact form:

If you use the contact form, the email provided in the form is used so we can contact you and keep it for future use if follow-up questions arise.

## **DATA PROTECTION**

At CONSEPTA BP Ltd. we have implemented the necessary information security measures to prevent accidental loss, use or access to your personal data in an unauthorized way, change or disclosure. In addition, we restrict access to your personal data to those employees, external service providers and other third parties who have a legitimate right of access to them. They are subject to a duty of confidentiality.

Given the nature of the Internet, we draw attention to the fact that there may be security gaps in the transmission of data over the Internet (for example, via e-mail) and that full data protection from third party malicious and unauthorized access is not possible.

## **STORAGE DATE FOR YOUR PERSONAL DATA**

We will only store your personal data for as long as it is necessary to meet the goals we have collected, including for the purposes of complying with statutory, accounting or reporting requirements.

In order to determine the appropriate period for the storage of personal data, we take into account the volume, nature and sensitivity of personal data, the potential risk of harm from unauthorized use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve these objectives by other means, as well as the applicable legal requirements.

## **YOUR RIGHTS**

The General Privacy Protection Regulation guarantees a certain set of rights that you can exercise in relation to your personal data processed by us. Specifically, you have:

- Right to receive a copy of the information we store;
- Right to receive a copy of the personal data we hold for you by sending us an e-mail through the contact form of the web site;

We respond to all legitimate requests within one month. If it takes us more than a month, we'll let you know.

- Right to tell us if the information we store is incorrect:

You have the right to question any information we hold about you that you believe is inaccurate or incomplete. Please contact us by the contact form of the web site if you would like to do so and we will take reasonable steps to check the accuracy of the information and, if necessary, correct it.

- Tell us that you want to discontinue the use of your personal information;
- The right of objection the use of your personal data;
- The right to ask us to delete your personal information
- The right to request limitation of processing your personal data;
- The right to ask to stop using your personal data if we do not need to do so (known as the "right to be forgotten").

There may be grounds for us to keep or use your data that we will share with you when you exercise one of the above rights.

- Withdrawal of consent:

You may withdraw your consent to use your personal data at any time through the contact form of the web site. If you withdraw your consent, we may not be able to provide you with certain products or services.

## **CONTACTS**

For questions related to these Privacy Policies, please contact:

Concepta BP Ltd.

Location Sofia City Municipality: Stolichna 1000 Sofia 110, Kozloduy Str

UIC: 130047626

<http://www.conceptabp.eu>

+ 359/88/752 06 24

The person responsible for the personal data at Concepta BP Ltd. is Albena Ivanova

email: [albena.ivanova@conceptabp.eu](mailto:albena.ivanova@conceptabp.eu)

## **SUBMITTING A COMPLAINT**

In case you want to object the way we process and keep your personal information, please let us know through the contact form of the web site.

The address of The Bulgarian Data Protection Commission is [www.cdpd.bg](http://www.cdpd.bg).

By reviewing and using the features of our website, you explicitly agree that your personal data will be collected and processed by us while ensuring their accuracy and credibility. You also declare that you have been informed of the type of personal data we collect and process for the purposes for which they will be used, and of your right to access, correct or delete the collected personal data.

01.07.2018 г.