

TREATMENT ACTIVITIES OF APTADEGRAD, S.L.

TREATMENT ACTIVITY: CANDIDATES

Personal data processed:

- Personal data:
 - Identification data: name.
 - Identification data: first last name.
 - Identification data: second last name.
 - Identification data: telephone.
 - Identification data: email.
 - Identification data: social security.
 - Personal characteristics such as marital status, date and place of birth, age and sex.
 - Personal characteristics: nationality.
 - Academic data.
 - Bank data.
 - Professional data.
 - Percentage of physical or intellectual disability.

Purposes of the treatment:

- with the consent of the interested party:
 - Send information about possible vacant positions.
- for the fulfillment of a legal obligation:
 - Comply with the legal obligations imposed on the activity.

Origin of the personal data processed:

- Obtained from the interested party:
 - Obtained from the interested party.

Type of treatment:

- Processing operations:
 - Access
 - Collection
 - Registry
 - Conservation
 - Query
 - Limitation
 - Suppression
 - Destruction

Retention period of personal data processed:

- Retention period of personal data processed:
 - For as long as necessary for the stated purpose or purposes.
 - During the period established by current regulations.
 - Indefinitely while the interested parties do not exercise their rights of cancellation, suppression, forgetfulness
 - Until the end of the contract / service.

Recipients of the personal data processed:

- Recipients of personal data:
 - No personal data is sent.

Territorial scope / international transfers:

- Territorial scope / international transfers:
 - Local.
 - Provincial.
 - Autonomic.
 - National.

Profiling:

- No profiling studies are carried out:
 - No profiling studies are carried out.

ACTIVITY TREATMENT: CUSTOMERS

Personal data processed:

- Personal data:
 - Identification data: name.
 - Identification data: postal address.
 - Identification data: telephone.
 - Identification data: email.
- Other personal data that is NOT data from special categories:
 - personal data type - the data to which they have access in the exercise of their activities

Purposes of the treatment:

- with the consent of the interested party:
 - Send postal or email advertising about our services / products.
 - Offer after-sales service and customer loyalty.
 - Conduct opinion polls.
 - Carry out an automated analysis of your profile, which allows us to offer you personalized information according to your tastes, interests, etc.?
- for the contract execution or the provision of a service:
 - Provide a service or supply a product.
 - Invoice a contracted product or service.
- for the fulfillment of a legal obligation:
 - Comply with the legal obligations imposed on the activity.
- for the legitimate interest of the person responsible or for the legitimate interest of a third party:
 - Send information about the products / services you have contracted.
 - Attend / manage the claims of the interested parties.

Origin of the personal data processed:

- Obtained from the interested party:
 - Obtained from the interested party.

Type of treatment:

- Processing operations:
 - Access
 - Collection
 - Registry
 - Conservation
 - Query
 - Limitation
 - Suppression
 - Destruction

Retention period of personal data processed:

- Retention period of personal data processed:
 - For as long as necessary for the stated purpose or purposes.

Recipients of the personal data processed:

- Recipients of personal data:
 - No personal data is sent.

Territorial scope / international transfers:

- Territorial scope / international transfers:
 - Local.
 - Provincial.
 - Autonomic.
 - National.

Profiling:

- No profiling studies are carried out:
 - No profiling studies are carried out.

TREATMENT ACTIVITY: EMPLOYEES

Personal data processed:

- Personal data:
 - Identification data: name.
 - Identification data: first last name.
 - Identification data: second last name.
 - Identification data: DNI / NIF / NIE.
 - Identification data: postal address.
 - Identification data: telephone.
 - Identification data: email.
 - Identification data: social security.
 - Personal characteristics such as: marital status, date and place of birth, age and sex.
 - Academic data.
 - Bank data.
 - Professional data.

Purposes of the treatment:

- with the consent of the interested party:
 - Treat your data for the development of training actions.
- for the contract execution or the provision of a service:
 - Maintain the employment relationship.
- for the fulfillment of a legal obligation:
 - Comply with legal obligations in the workplace.
- for the legitimate interest of the person responsible or for the legitimate interest of a third party:
 - Send information related to the job.

Origin of the personal data processed:

- Obtained from the interested party:
 - Obtained from the interested party.

Type of treatment:

- Processing operations:
 - Access
 - Collection
 - Registry
 - Conservation
 - Query
 - Limitation
 - Suppression
 - Destruction

Retention period of personal data processed:

- Retention period of personal data processed:
 - For as long as necessary for the stated purpose or purposes.
 - During the period established by current regulations.

Recipients of the personal data processed:

- Recipients of personal data:
 - No personal data is sent.

Territorial scope / international transfers:

- Territorial scope / international transfers:
 - Local.
 - Provincial.
 - Autonomic.
 - National.

Profiling:

- No profiling studies are carried out:
 - No profiling studies are carried out.