

# PRIVACY POLICY

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Latest update: [Specify date]

The Website [name of the website] ("the Website") is hosted on the servers of [indicate the name of the host].

[Fill in postal address, telephone number and email address of the host if the software is not hosted on the servers of the Data Controller.]

## IDENTITY OF THE DATA CONTROLLER

The processing of personal data collected is carried out under the responsibility of:

Name and contact details of the Data Controller	[Legrand SA 128, av. du Maréchal de Lattre de Tassigny 87045 Limoges Cedex (France)]
Legal information on the Data Controller	[Public Limited Company (Société Anonyme) with a registered capital of €1.067.223.004 SIRET No. (Business reg.) 421 259 615 00027 APE Code (Business category) 7010Z  Registered with the Limoges Trade and Companies Register under the number 421 259 615 VAT ID No. FR 01 421 259 615]

## DATA COLLECTED AND PURPOSE OF DATA PROCESSING

### Data that you communicate to us

Data collected	Purpose of data processing		Legal basis of data processing
[Last name, First name *]	[Answer requests in a personalised manner]	[Creation or verification of the existence of your client file on our CRM tool provided by Salesforce]	<b>Legitimate interest in continuously improving and monitoring the Controller's client relations</b>
[E-mail address*]	[Answer requests electronically / Commercial prospection when you consent to it]	You can oppose to this processing at any time by following the procedure set out in the <a href="#">Exercise of users rights section</a>	
[Login*]	[ID verification / Log in to your personal account]		
[Country]	[Direct your request towards the relevant entity]		
[Telephone number]	[Answer requests by telephone]		
[...]	[...]	[...]	

[The content of messages and files you submit us may also contain personal data.]

\* Mandatory data

Data identified as mandatory is essential for providing the service you requested. Failure to fill in a mandatory field will prevent us from **[Precise the consequences of failure to fill in a mandatory field: ex: handling your request]**.

When you provide us with optional data, you have the right to oppose to their processing at any time by following the procedure detailed in the "Exercise of users' rights" section.

We will retain the above data for a maximum of [3 years] after processing of your request.

### Data collected during the use of our services

Data collected	Purpose of data processing	Legal basis of data processing	Retention period
[IP Address]  After consultation and consent	[Geolocation]	[Consent]  You can withdraw your consent at any time by following the procedure set out in the "Exercise of users' rights" section.	Location data are anonymised immediately after use. They are not kept nor read by us.
[...]	[...]	[...]	[...]

### EXERCISE OF USERS' RIGHTS

You have a right to access, rectify or delete your personal data. You can request that their processing be restricted or object to them being processed. When we rely on your consent to perform a particular processing, you can withdraw such consent at any time.

If you request the erasure, or object to the processing of data necessary to the performance of our services and/or specified as mandatory, you will no longer be able to use the Software, as it requires the processing of these data in order to operate.

Should you so request, we may send you the personal data that you have provided to us in an easily accessible format.

You also have the right to define guidelines for the fate of your data after your death.

You may exercise your rights at any time, subject to the production of valid supporting documents, by sending your request to our Data Protection Officer:

- by post to: [LEGRAND, Service Consommateurs (Consumer Affairs Department) or Service Relations Pro (Pro Relations Department), 128 avenue du Maréchal De Lattre de Tassigny, 87045 LIMOGES CEDEX, FRANCE],

- using the contact form at the following address: <https://www.legrand.com/fr/contact>.

Your request will be processed within one month of receipt. If necessary, this period can be extended by two months, in view of the complexity and the number of requests. In this case, you will be informed of this extension and its reasons within one month of receipt of the request.

No payment will be required for the exercise of your rights except in case of manifestly unfounded or excessive demand. In this case, the Legrand Group further reserves the right to not respond to your request.

In the event you remain dissatisfied with our response, we remind you that you have the right to lodge a complaint with the French data protection authority, *Commission Informatique et Libertés* (CNIL): <https://www.cnil.fr/>.

## CONDITIONS OF DATA PROCESSING

The personal data are processed with the help of manual and computer tools.

## ACCESS TO DATA

Only the following have access to your personal data, within the limits of their respective assignments:

- The internal services of the company [Legrand France], established in France, in order to administer your requests: [services in charge of the Website management]; [etc.]
- [Legrand Group companies], in order to [answer your request when it relates to their activities. When your request requires us to transfer your data to a subsidiary located outside of the European Union, we inform you that we have put standard contractual clauses in place to cover such transfers;]
- The service provider [...], [established in France], responsible for hosting the data collected via the Website;
- The service provider [...], [established in France], responsible for managing the content of the Website;
- The service provider [...], [established in France], responsible for the maintenance of the Website;
- The service provider [Name of the CRM tool used: e.g. Salesforce], for the purpose of [managing customer relations. We inform you that our partner, Salesforce, has the necessary legal and technical guarantees to ensure the

transfer in a secure manner in the United States according to European legislation.];

- The platforms and social media: [Facebook], [YouTube], [etc.] insofar as they have access to your browsing history on our Website should you consent to such access through or “cookie banner”. We also inform you that [name of companies], has the necessary legal and technical guarantees to ensure the transfer in a secure manner. in the United States according to European legislation.. To learn more, please consult our “Types of cookies” section below.]
- [Google] as a cookie provider, insofar as they have access to data relating to your browsing history (through the cookie Google Analytics) when you confirm your agreement upon arrival on our Website. For further information, please consult the section below entitled “Type of cookies”.

For more information on how Google uses the data collected through Google Analytics, please consult : <https://policies.google.com/technologies/partner-sites?hl=fr>

- [Etc.]

We inform you that the aforementioned service providers are bound by an obligation of confidentiality and may only use your data in compliance with our contractual provisions and the applicable legislation.

## **DATA SECURITY**

The LEGRAND Group has implemented adequate physical, electronic and administrative protection measures that comply with the regulations in order to protect your personal data. The LEGRAND Group would like to draw the users' attention to the potential risks in terms of data confidentiality linked to Internet use. It is the responsibility of the user to set up or ensure the use of a personal secured computer network, as well as to ensure a correct technical configuration of the connection box connected to your Internet service provider and of other devices such as radio access equipment (e.g. WIFI, 4G, etc.).

## **COOKIES AND SIMILAR TECHNOLOGIES**

While you are browsing, cookies are stored on your device (computer, mobile phone, tablet), subject to the choice you have made and that you can change at any time by managing your settings (see "[Accept or reject cookies](#)").

Placed on your terminal when you visit a website, a cookie is a small text file containing information about your browsing (pages viewed, date and time of the consultation, etc.), whose main purpose is to enhance your visit and allow you to receive targeted services. The term "cookie" is hereafter referring to cookies, trackers, pixels and any other technologies.

## Types of cookies

- Internal cookies required for the Website to operate

[sessionID]	Nr-data.net: records configuration of parameters of users
x-Mapping-#	Datacenter.legrand.com: records address and server port's number to increase security and performance of the Website

These cookies are strictly necessary to the functioning of the Website.

The personal data (list the personal data collected by such cookies) is collected on the contract basis and is retained for a maximum of [period of retention of this data].

- Audience measurement cookies

[utma utmb utmc utmz]	[Name of the cookie supplier, e.g. GOOGLE ANALYTICS: used to record statistics about the internet user's equipment and browsing history (statistics)]
[xtan xtant xtvrm]	[Name of the cookie supplier, e.g. AT-INTERNET: used to record statistics about the internet user's equipment and browsing history (statistics)]

The personal data collected (list the personal data collected by such cookies: cookie identifier, etc.) are retained for a period of [13 months/14 months]. No nominal data is stored, and no statistical data is cross-referenced with any nominal data that the Legrand Group may have.

When you consent to the deposit of such cookies through our "cookies banner", this shall constitute the legal basis of the processing. You can decide to withdraw such consent at any time by following the procedure set out in the "Accept or refuse cookies" section.

- Third party cookies aimed at improving the interactivity of the Website

The Website displays offers service made available by third parties.

- The share buttons of the following social networks:
  - [Facebook]. You will find a list and an overview of Facebook social plugins at the following address: <https://developers.facebook.com/docs/plugins>. For more information on Facebook's policy concerning personal data protection, please refer to: <http://www.facebook.com/policy.php>
  - [etc.]
- Videos shown on the Software:
  - [Youtube]. You will find a list and an overview of Youtube social plugins at the following address: <https://www.youtube.com/yt/dev/fr>. For more information on Youtube's policy concerning personal data protection, please refer to: <https://support.google.com/youtube/answer/2801895>
  - [etc.]

These features use third-party cookies directly deposited by these services.

The personal data collected (list the personal data collected by such cookies) is retained for a maximum of [...].

At the time of your first visit, a banner informs you about the presence of such cookies and invites you to indicate your choice. They are only deposited if you accept them, such consent shall thus constitute the legal basis for processing. You may decide to withdraw your consent at any time, to do so please follow the directions detailed below, "Accept or reject cookies".

### **Accept or reject cookies**

You can set your browser to store cookies in your terminal or reject them, either routinely, or depending on where they originate from, or to inform you each time a cookie is stored in your terminal, so you can decide whether to accept or reject them.

However, the deletion of all cookies used may lead to the alteration or loss of certain settings or information and make browsing difficult or even impossible.

The configuration of each browser is different. It is described in your browser's help menu, which indicates how to change your cookie preferences. Here is how to control or prevent the storage of cookies:

[Detail the **updated** procedure to accept or refuse cookies browser by browser]

## **UNDER FIFTEEN**

Minors aged under fifteen are not the target user group of the Website. However, access to the Website is not restricted to adults since the contents of the Website are not prohibited for minors under 15.

The Website does not knowingly gather or use any personal information from children under 15. If information is gathered by the Website concerning a minor, the minor's legal representative has the possibility to contact the Customer Relations Centre of Legrand in order to rectify, modify or delete this information (see "[Exercise of user's rights](#)").

## **AMENDMENT TO THE PRIVACY POLICY**

This document may be modified at any time without prior notice. We invite you to consult it regularly.