

# Privacy Policy

(Updated on the 30th of October 2024)

At de la Roche Consulting, we are committed to respecting and protecting your privacy. This Privacy Policy outlines how we handle personal information in the course of our business operations, in compliance with applicable data protection laws.

## **1. Data Collection**

We do not collect personal data via our website. The only personal data we collect is through direct communication channels such as email, WhatsApp, Telegram, or LinkedIn, when you provide us with your contact information or when we communicate with you for business purposes or events that may be of interest to you.

## **2. Use of Personal Information**

Any personal information provided to us is used solely for the purposes of conducting our business or inviting you to events that align with your professional interests. We do not sell, rent, or offer your personal information to third parties for any commercial purposes.

## **3. Communication Channels**

We may contact you via email, WhatsApp, Telegram, or LinkedIn, using the contact details you have provided. All communications will be strictly related to business matters, consultancy services, or events organized by or in collaboration with de la Roche Consulting that we believe may interest you.

## **4. Data Storage and Security**

We use Google Drive and secure email services to store and manage the information shared with us. We take reasonable technical and organizational measures to secure your personal data and protect it from unauthorized access. However, please be aware that no data transmission over the internet or storage system can be guaranteed to be 100% secure.

## **5. Data Sharing**

We do not share your personal information with third parties, except as necessary to carry out our business activities or as required by law. Any data shared with third parties will be done with your prior consent or in compliance with legal obligations.

## **6. Retention of Personal Data**

We retain personal data for as long as it is necessary to fulfill the purposes outlined in this policy or as required by law. You have the right to request the deletion of your

personal data at any time, and we will comply unless we are legally required to retain certain information.

## **7. Your Rights**

You have the following rights regarding the processing of your personal data:

- **Right to Access:** You may request details on the personal data we hold about you.
- **Right to Rectification:** You may request corrections or updates to your personal data.
- **Right to Deletion:** You may request that we delete any personal data, subject to legal retention obligations.
- **Right to Restriction of Processing:** You may request restriction of processing under specific circumstances.
- **Right to Data Portability:** You may request a copy of your data in a structured, machine-readable format for transfer to another party.
- **Right to Object:** You may object to data processing based on legitimate interests.

To exercise any of these rights, please contact us at [mariana@delaroche.consultancy](mailto:mariana@delaroche.consultancy). We will respond to requests promptly, in accordance with applicable legal requirements.

## **8. Changes to this Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in our practices or relevant laws. Any changes will be posted on this page with an updated date, and we encourage you to review this policy periodically to stay informed about how we are protecting your information.

**Contact Information:** If you have any questions or concerns regarding this Privacy Policy, please contact us at: Email: [mariana@delaroche.consultancy](mailto:mariana@delaroche.consultancy)