

WWW.LEFORT.COM COOKIE POLICY

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The websites www.lefort.com and lefort.odoo.com/en/jobs is managed by Presses et Cisailles Lefort SA, whose registered offices are at Rue Tahon 1a, 6041 Charleroi and registered with the Belgian companies register under company number 0406.965.973 (“Lefort”, “we”, “our”).

Pursuant to applicable data protection and privacy legislations, we qualify as the controller with respect to the processing of your personal data. As a data controller, we are committed to protecting the data of our customers that we process for the purposes of our business. For this reason, we are committed to complying with the key principles applicable to the protection of personal data.

As such, we set out in this policy how we deposit and use cookies on the www.lefort.com website. We also inform you of the procedures that allow you to manage your preferences for the deposit of these cookies.

1 WHAT IS A COOKIE?

A cookie can be qualified as a tracer or connection cookie, deposited, recorded and/or read by the Internet user's browser when he visits a website, installs an application, uses software or a mobile application.

There are different types of cookies:

- Technical / essential cookies, which are necessary for the use of a service or access to content on the site; the user's consent is therefore not required for their deposit.
- Preference cookies, which allow us to record your browsing preferences on the site in order to make your browsing more pleasant. The deposit of these cookies requires your prior consent.
- Analytical / statistical cookies (also known as performance cookies), which allow us to measure various things, such as the number of visitors or the pages they visit. The deposit of these cookies requires your prior consent.
- Marketing cookies (also known as advertising or targeting cookies), which record data allowing the display of advertisements to be controlled with regard to a particular Internet user. The deposit of these cookies requires your prior consent.

2 WHAT ARE THE COOKIES THAT WE USE?

The names of the cookies that may be deposited or read on your terminal, the purposes and the length of time they are retained are summarised in the following tables:

- **Technical / essential cookies**

These cookies are essential for the functioning of our website. They allow you, for example, to navigate between different parts of the website, to fill in forms, etc. If you block these cookies, some parts of the website will not function, or will not function optimally. These cookies will not be subject to your prior consent (opt-in), they will be placed on your device automatically.

Name	Third party or proprietary cookie	Objective	Data processed	Expiry
Viewed_cookie_policy	First party (www.lefort.com)	The cookie is set by the GDPR Cookie Consent plugin and is used to store whether a user has consented to the use of cookies.	Your consent to the use of cookies.	1 year

cookieLawInfo-checkbox-necessary	First party (www.lefort.com)	This cookie is set by the GDPR Cookie Consent plugin and is used to mark the necessary cookies as authorized.	N/A	1 year
cookieLawInfo-checkbox-analytics	First party (www.lefort.com)	This cookie is set by the GDPR Cookie Consent plugin and is used to store whether a user has consented to the use of "analytics" cookies.	Your consent to the use of analytical cookies.	1 year
CookieLawInfoConsent	First party (www.lefort.com)	This cookie is set by the GDPR Cookie Consent plugin and is used to store the user's preferences with regard to the use of cookies.	Your preferences with regard to the use of the different categories of cookies.	1 year
session_id	First party (lefort.odoo.com/en/jobs)	This cookie is used to retrieve or set the session id for the current session.	N/A	Session

- **Preference cookies**

These cookies make our website easier to use, more enjoyable for visitors and provide you with a more personalised browsing experience. These cookies can, for example, remember your language preferences. They will only be placed if you give your consent (opt-in).

Name	Third party or proprietary cookie	Objective	Data processed	Expiry
frontend_lang	First party (lefort.odoo.com/en/jobs)	This cookie is used to remember information about the preferred look and feel of the website, such as your preferred language or region.	Your preferences (e.g. language or region) on the website	Session

- **Analytical / statistical cookies**

These cookies enable us to recognise visitors to our website, count the number of visitors and identify the way in which they browse (e.g. by means of profiling). This allows us to improve the navigation of visitors and to make it faster and easier for them to find what they need. These cookies will only be placed if you consent to them (opt-in).

Name	Third party or proprietary cookie	Objective	Data processed	Expiry
UULE	Third party: Google: see https://policies.google.com/technologies/cookies?hl=en-GB	These cookies are used by Google Analytics to collect information about how visitors use our website. We use the information to compile reports and to help us improve the website.	Your use of our website and behaviour thereon.	1 day
SSID				2 years
SIDCC				1 year
SID				2 years
SAPISID				2 years
OTZ				1 week
OGPC				1 month
OGP				1 month

NID				6 months
HSID				2 years
DV				1 day
CONSENT				16 years
APISID				2 years
1P_JAR				1 month
_GRECAPTCHA				6 months
_ga				2 years
_gid				1 month

- **Marketing cookies**

These cookies allow us to track visitor behaviour and send you personalised messages, advertisements and promotions. They will only be placed if you consent (opt-in).

Name	Third party or proprietary cookie	Objective	Data processed	Expiry
__Secure-3PSIDCC	Third party: Google: see https://policies.google.com/technologies/cookies?hl=en-GB	Builds a profile of website visitor interests to show relevant and personalised ads through retargeting.	Your interests and types of websites that you visit.	1 year
__Secure-3PSID				2 years
__Secure-3PAPISID				2 years
__Secure-1PSID				2 years
__Secure-1PAPISID				2 years

3 HOW LONG DO WE STORE YOUR PERSONAL DATA?

Personal data collected through cookies used on our website are retained as long as indicated per cookie in the above table.

4 HOW CAN YOU MANAGE/DELETE THESE COOKIES?

When you first visit our website, you will be asked to select the types of cookies you wish to accept. The law allows us to store cookies on your device if they are strictly necessary for the operation of the website (technical / essential cookies) without your consent. For all other types of cookies (non-essential cookies), we cannot store them on your device without your prior consent.

If you wish to accept non-essential cookies, you can do so by clicking on the accept button. Please note that non-essential cookies are disabled by default and we will only use them after obtaining your consent for each specific use. Once you have given your consent, you have the right to withdraw or change it at any time by clicking on the "Manage cookies" link at the bottom of the website.

If you do not want us to place cookies on your computer or mobile device, you can also easily limit or delete them by adjusting the settings on your mobile device or browser. In addition, you can configure your mobile device or browser settings to receive a notification each time you receive a cookie on your computer or mobile device so that you can decide whether or not to accept a specific cookie.

To do so, you can read the information available via the following links. If you need more information, you can consult the "Help" function of your web browser.

- [Cookie settings in Internet Explorer](#)
- [Cookie settings in Microsoft Edge](#)

- [Cookie settings in Firefox](#)
- [Cookie settings in Chrome](#)
- [Cookie settings in Safari](#)

If you would like to know more about cookies, you can find more information by clicking on the following link: <https://www.allaboutcookies.org/>.

5 WITH WHOM DO WE SHARE YOUR PERSONAL DATA THROUGH COOKIES?

In the context of the purposes as listed above, we can share your personal data with third parties. The third parties to which we can communicate some of your personal data are the following:

- Our **third-party suppliers, service providers and partners** who provide a data processing service to us, or who process personal data for purposes described in this Privacy Policy, or who are notified to you at the time of collection of your personal data. This may include communications to our business partners, to transport & logistics providers and other service providers that we use in connection with the services they provide to us, including to support us in areas such as IT platform management or support services, infrastructure or application services, credit rating, marketing, and data analysis;
- Any appropriate **law enforcement agency, regulator, government agency, court, or other third party**, when such disclosure is necessary (i) under applicable laws, (ii) to exercise, establish, or defend our rights, or (iii) to protect your vital interests or those of any other person;
- Our **auditors, advisors, legal representatives and similar agents** in connection with consulting services they provide to us for legitimate business purposes and pursuant to a contractual prohibition on the use of personal data for other purposes;
- Any **prospective purchaser** (and its agents and advisors), in connection with a proposed purchase, merger or acquisition of a portion of our business;
- Any **other person** when you have given your prior consent to the disclosure.

6 WHAT ARE YOUR RIGHTS AND HOW CAN YOU EXERCISE THEM?

You have the following data protection rights, subject to the conditions and restrictions set out in Articles 12-22 of the GDPR:

RIGHTS:	DESCRIPTION:
Right to information and right to access your personal data	You may at any time request more information on our processing activities and your personal data that we are keeping, as well as a copy hereof.
Right to rectification of inaccurate or incomplete personal data	You have the right to require us to, without undue delay, rectify or complete any of your personal data that is inaccurate or incomplete.
Right to deletion of your personal data ('right to be forgotten')	You may request us to delete your personal data or part of your personal data in the following situations: <ul style="list-style-type: none"> - when the processing is no longer necessary for achieving

	<p>the purposes for which they were collected or otherwise processed;</p> <ul style="list-style-type: none"> - when the processing was based on your consent and you have decided to withdraw that consent; - when you object to the processing of your personal data within the limits of the exercise of your right to object; - in the event we would unlawfully process your personal data; or - when your personal data have to be erased in compliance with a legal obligation imposed on us. <p>Note that we may refuse to delete your personal data: (i) if it is justified by the exercise of the right of freedom of expression and information; (ii) for compliance with a legal obligation; or (iii) for the establishment, exercise or defence of legal claims.</p>
Right to restriction of processing	<p>You may request us to permanently or temporarily restrict the processing of your personal data in the following situations:</p> <ul style="list-style-type: none"> - when you have contested the accuracy of your personal data, for a period enabling us to verify their accuracy; - in the event we would unlawfully process your personal data and you would request the restriction of the use of your data instead of the deletion of your data; - when we no longer need the personal data for the purposes of the processing, but you need them for the establishment, exercise or defence of legal claims; or - pending verification whether our legitimate grounds override yours within the framework of an objection.
Right to object to the processing of your personal data (free of charge)	<p>When we process your personal based on our 'legitimate interests', you may object to the processing of your personal data, provided that you invoke ground relating to your particular situation. We will then no longer process your personal data, unless we have compelling legitimate grounds to do so, or if such processing is necessary for the establishment, exercise or defence of legal claims.</p> <p>When we process your personal data based on our legitimate interests for <i>direct marketing</i> purposes or based on Article 1 of the Royal Decree of 4 April 2003, you may at any time object to this processing without any justification. You also have the right not to be subject to <i>profiling</i> for direct marketing purposes.</p>
Right to data portability	<p>In some cases, you have the right to receive all your personal data in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller. This right applies:</p> <ul style="list-style-type: none"> - in case the processing is based on consent or on the necessity for the performance of a contract; and - in case the processing is carried out by automated means.

Finally, you have the right to lodge a complaint with the Belgian Data Protection Authority relating to the processing of your personal data by us. You can find the contact details of this authority on www.dataprotectionauthority.be. Please find a list of other EU supervisory authorities here: https://edpb.europa.eu/about-edpb/board/members_en.

In principle you may exercise these rights free of charge. Only where requests are manifestly unfounded or excessive, we may charge a reasonable fee. Requests will be answered within 1 month, unless there are circumstances, such as complexity justifying a prolonged response period.

Further information and advice about your rights can also be obtained from the data protection authority in your country (if you are not located in Belgium). We might (if deemed necessary) request a proof of identity in advance in order to double-check your request.

7 CONTACT

If you have any questions, comments, requests or complaints about this Cookie Policy or our processing of your personal data, please feel free to contact us by sending an e-mail to privacy@lefort.com or by sending a letter to our main office address : 1A , rue Tahon 6041 Gosselies BELGIUM