

Antonella Mantovani

Privacy statement as Representative of the Latin Community

This Privacy Statement has been last updated on 1st of November 2018

SCOPE

This privacy statement is provided by myself Antonella Mantovani as Representative of the Latin Community, in order to describe how I may collect, use, share, and otherwise process your personal data. The personal data of individuals is processed in my capacity as your Representative s you are either a registered member of the Latin Community or have requested to be kept informed about the Latin Community.

<p>What is personal data GDPR</p>	<p>Personal data has the meaning given under your local data protection law (N125(1)/2018), and the meaning of personal data given under the GDPR. Personal data generally means information which relates to a living individual who can be identified from that information, or from that information and other information in a person’s possession, including any expression of opinion, whether true or not, and whether recorded in material form or not, about an identified or reasonably identifiable individual, and any indication of intention in respect of an individual.</p>
<p>What information is collected</p>	<p>Information collected about you may include all or some of the following: , This your full name, ID or passport number, nationality, religion, election booklet number, gender, date of birth, contact details and profession/interest/studies. It may also include the names and contact details of your family members and the nature of your relationship with them.</p>
<p>How your information is collected</p>	<p>I usually collect your personal data from the information directly from you (e.g. Church documents you have given me, information provided by you over the telephone, email or during meetings with me) but it may also have been from the Government’s Latin electoral list or social media</p>
<p>Personal data concerning minors</p>	<p>I do not gather or process personal data of minors without prior consent from his or her parents or legal guardian.</p>
<p>How your information is used</p>	<p>I use your information for internal record keeping, to comply with legal requirements, to contact you with updates and news about the Latin Community, to invite you to any upcoming Events regarding the Latin Community, to inform you about any general opportunities. I also use your information to issue any relevant certificates which you may be required by you.</p> <p>I contact you via Facebook, email, post or telephone.</p>

How your information is shared	Your information is NOT shared to other parties unless directed by you (e.g. schools) or subject to your consent or unless I am required to do so by Law or any Government agency
How long I keep your data	I retain your Personal Data for as long as is required to fulfil the activities set out in this Privacy Policy (as long as I am Representative) or for as long as otherwise communicated to you unless I am required by law or regulation or for regulatory investigations to keep if for a longer period of time.
How your data is stored	I maintain reasonable administrative, technical, and physical security measures to protect your personal information from unauthorized access and use.
Your rights	<p>You have the right to be informed of whether I am processing your information and to access, correct, delete or object, upon request and free of charge, to my use of your data, to the extent required by applicable law.</p> <p>I will try to respond to all legitimate requests within one month. Occasionally, it may take me longer than a month if your request is particularly complex or you have made a number of requests. In this case, I will notify you and keep you updated. I may need to request specific information from you to help me confirm your identity and ensure your right to exercise any of the above rights. This is a security measure to ensure that personal data is not disclosed to any person who has no right to receive it.</p> <p>For more information about any of the above, please contact me at tel 22407238 or email amantovani@parliament.cy</p>
Changes	I will tell you about any material changes to this privacy statement by communicating directly to you about the change or by posting any material change to this Data Protection policy on this website before it goes into effect.
Questions	<p>If you have questions about this Privacy Statement, please contact me at tel 22407238 or email amantovani@parliament.cy:</p> <p>I will try to respond to all legitimate requests within one month. Occasionally, it may take me longer than a month if your request is particularly complex or you have made a number of requests. In this case, I will notify you and keep you updated. I may need to request specific information from you to help me confirm your identity and ensure your right to exercise any of the above rights. This is a security measure to ensure that personal data is not disclosed to any</p>

person who has no right to receive it.
--

YOUR RIGHTS – UNDER GDPR

GDPR grants specific rights which you can in principle exercise free of charge, subject to statutory exceptions. These rights may be limited, for example if fulfilling your request would reveal Personal Data about another person, or if you ask me to delete information which I am required by law to keep or have compelling legitimate interests in keeping. To exercise any of your rights, you can file a request via email at amantovani@parliament.cy

To know more about your Rights pls go to:

http://www.dataprotection.gov.cy/dataprotection/dataprotection.nsf/page3g_en/page3g_en?open&document

FEEDBACK / COMPLAINTS / CONTACT

Questions, comments, remarks, requests or complaints regarding this Privacy Policy, should be addressed in writing to:

Antonella Mantovani
Representative of the Latin Community
P.O. Box 50001
CY 3600 Limassol
Cyprus
Tel +357 22407238
Email: amantovani@parliament.cy

I will ask that you put a complaint in writing. I will investigate your complaint and will generally respond to you in writing within 30 days of receipt. If I fail to respond or if you are otherwise dissatisfied with the response that you receive from me, you may have the right to make a complaint to the Supervisory Authority at Office of the Commissioner for Personal Data Protection <http://www.dataprotection.gov.cy>