



RUBIS TERMINAL INFRA

Personal data protection policy

This policy aims at describing how RUBIS TERMINAL INFRA and its subsidiaries (hereinafter collectively referred to as the “**Rubis Terminal Group**”) process the personal data collected when you use the website www.rubis-terminal.com (hereinafter referred to as the “**Website**”) and to inform you of your rights in the frame of the protection of these data.

You may provide personal data (such as your surname(s), first name(s), e-mail address, telephone number, fax number and company name) to the Rubis Terminal Group when you use the contact form available on the Website (www.rubis-terminal.com/contact-us/) and when you submit an application to join our team.

Your consent is the legal basis for processing the submitted data. The processing aims at allowing the Rubis Terminal Group to:

- When you use the contact form: answer your request;
- When you submit an application: manage your application and a potential recruitment process.

The mandatory fields in the contact and application forms are marked with an asterisk. If the mandatory fields are not fulfilled, we will not be able to provide you with an answer.

You can withdraw your consent at all times, without this calling into question any processing carried out prior to the withdrawal:

- by writing to us at RUBIS TERMINAL INFRA – Directrice juridique Groupe – 33, avenue de Wagram, 75017 PARIS;
- or by contacting us using the aforementioned contact form (www.rubis-terminal.com/contact-us/).

Your personal data will be kept for two (2) years from:

- When you use the contact form: the end of the year of the last contact;
- When you submit an application: the date of your application unless your application leads to a recruitment, in which case the data retention period applicable to employees personal data should apply.

In order to offer you a better service, the Rubis Terminal Group establishes Website statistics and audience reports. In order to permit statistical analysis, the Rubis Terminal Group uses the Google Analytics services, by installing cookies (small text files stored by the browser on the user’s device) after you give your consent. The data generated using Google Analytics

is processed and stored by the Rubis Terminal Group and Google Analytics only. The data is processed in accordance with the regulations on personal data protection.

A window displays automatically on your first connection to the Website and details the types of cookies installed and allows you to select those to which you consent for use. The cookies are temporarily kept, i.e. as long as your browser session is open. You can object to cookies being saved (however, their non-installation may limit some of the Website functions). The browser tool configuration for this purpose has been described by the *Commission Nationale de l'Informatique et des Libertés* (CNIL = French Data Protection Agency), at the following address: <https://www.cnil.fr/fr/cookies-les-outils-pour-les-maitriser>.

The personal data collected is processed by:

- When you use the contact form: the administrators of the Rubis Terminal Infra website and the Rubis Terminal Group staff involved in the processing of your request;
- When you submit an application: the human resources department of the Rubis Terminal entity issuing the offer, the direct and indirect managers of the department within which the candidate would evolve, employees of the department that the candidate would join provided they are involved in the recruitment process and the top management of the Rubis Terminal entity issuing the offer.

The Rubis Terminal Group undertakes not to transfer the personal data to third parties.

The Rubis Terminal Group implements suitable measures to maintain the security, confidentiality and integrity of the personal data processed and, in particular, to prevent such data from being altered, damaged or accessed by unauthorized third parties.

In accordance with the personal data regulations, you have a right of access, rectification, erasure and restriction of processing of your personal data. These rights can be exercised:

- by writing to us at RUBIS TERMINAL INFRA – Directrice juridique Groupe – 33, avenue de Wagram, 75017 PARIS;
- or by contacting us using the aforementioned contact form (www.rubis-terminal.com/contact-us/).

In case you consider, after having contacted us, that your rights over your personal data are not observed, you may lodge a complaint with the CNIL.

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