

AIIC – GENERAL PRIVACY NOTICE

SHORT VERSION

The following is a summary of (but not a replacement for) this Privacy Notice. We recommend all users read the notice fully.

- **Our role.** We, AIIC, are responsible for the processing, as controller, of your personal data (but only for our own activities and not those of third-party providers) (see [section 2](#));
- **Data we collect.** We collect the personal data, which is provided to us by you, our customers, the persons with whom we interact, or which we otherwise lawfully obtain in the course of our activities (see [section 3](#));
- **How we use it.** We process such personal data in compliance with Swiss and other data protection laws applicable to us, mainly for the purpose of providing our professional services to our customers, to manage our business, and to comply with our legal obligations (see [section 4](#));
- **Control and Access.** Your personal data is stored in Switzerland and/or the European Union. We do not share it with third parties or transfer it abroad unless this is both necessary for our professional activities and permitted by applicable laws. This may for instance be the case when we use service providers or must interact with AIIC regional entities or with third parties to conduct our activities. Some information about our members, pre-candidates, applicants and Friends of AIIC is available publicly or to other users, and thus worldwide (see [sections 5 and 9](#));
- **Retention and Security.** We do not store your personal data for longer than necessary for us to fulfill the purposes set out in this Privacy Notice. We apply security measures and strive to protect your personal data (see [sections 7 and 8](#));
- **Your rights.** You may contact us (contact@aiic.org) to exercise your rights pertaining to your personal data (see [section 10](#)).

1. INTRODUCTION

At AIIC (**we, our** or **AIIC**), we recognize the importance of your privacy and of transparency.

This general privacy notice (**Privacy Notice**) describes how we collect and process personal data about:

- Our members, pre-candidates, applicants and Friends of AIIC
- the representatives of our partners, sponsors, and suppliers or any person involved with them;
- individuals who apply for a position with us; and
- visitors of our websites.
- Other external persons with whom we interact;

We may also have additional privacy notices that apply in specific circumstances.

2. WHO IS RESPONSIBLE FOR THE PROCESSING OF YOUR PERSONAL DATA?

AIIC, with registered seat 4, rue de Marivaux, 75002 Paris. France, is responsible for the processing, as controller, of your personal data. You will find our contact details below in section 10.

This Privacy Notice only applies to processing undertaken by or on behalf of us. Whilst we may provide links to third-party websites or services, we do not accept any responsibility or liability for their policies in relation to any personal data or their collecting processing of any personal data.

3. HOW WE COLLECT YOUR PERSONAL DATA

3.1. The information we collect

We collect the information that you provide to us directly. By doing so, you acknowledge the processing set out in this privacy notice.

We might also obtain your personal data from other persons or entities we enter in contact with, in the conduct of our activities, such as other members or candidates of our organization, our partners, or third parties (for instance in the event of complaints).

The information about you that we may collect will depend on the context, but can include the following categories:

Category	Examples
Identity Details	Name, gender, date of birth, age, nationality, language, etc.
Contact Information	Professional and/or personal email address, post mail address, phone number, fax number, social profile or other contact information
Professional Information	Information relating to the education, professional training, certifications, CV, professional status, professional memberships, qualifications, languages, employer, references about your sponsors, assignments you carried out, etc.
Payment Information	Billing address and method of payment, such as bank details
Account Information	Your account details, including email address, username, devices registered, account status, account history
Event Information	Your participation in events we organize
Interactions Information	Data relating to our interactions, for instance letters and emails exchanged between you and us
Investigation Information	Information following complaints by other members or third parties, resulting from internal investigations; disciplinary actions

Also, if you visit our websites or digital platforms, we may collect personal data in an automated way, including through cookies and other active elements, as further described in this Privacy Notice. This may include:

- IP address or other user identification on your devices, visiting date on our website, information about your Web browser.
- When you are logged into your subscriber profile on our website: links you select within the website or other information related to your interaction with the website, including navigation details on the website.

3.2. Some information is mandatory and some is optional

Whenever personal data is collected (e.g. in application forms), we will indicate whether the provision of such data is mandatory (e.g. with an asterisk) and the consequences of a refusal to provide the requested data. In general, if mandatory data fields are not completed, we will not be able to provide our services.

4. HOW WE PROCESS YOUR PERSONAL DATA

We process your personal data in compliance with applicable data protection laws, such as the Swiss data protection laws, and the EU General Data Protection Regulation (**GDPR**) or its equivalent in the United Kingdom – for the purposes specified in our [List of Processing Activities](#).

We will only process your personal data if we have valid legal ground for doing so. Depending on the processing activity carried out, we will therefore only process your personal data based on

- Contractual necessity** The processing is necessary to fulfil our contractual obligations to you or to take pre-contractual steps at your request. When the GDPR applies, our contractual necessity is based on Article 6(1)(b) GDPR;
- Legitimate interests** The processing is necessary for the fulfilment of our legitimate interests, and only to the extent that your interests or fundamental rights and freedoms do not require us to refrain from processing. When the GDPR applies, legitimate interest is based on Article 6(1)(f) GDPR.
- Consent** We have obtained your prior consent in a clear and unambiguous manner. When the GDPR applies, consent is based on Article 6(1)(a) GDPR.
- Legal obligation** The processing is necessary to comply with our legal or regulatory obligations. When the GDPR applies, legal obligation is based on Article 6(1)(c) GDPR.

We may combine your personal data with other information (aggregate) or erase any information that allows us to identify you (anonymize), so that it is no longer considered personal data under applicable data protection law, in which case this Privacy Notice will no longer apply and we may use such data for purposes not contemplated by this Privacy Notice (e.g. for benchmarking, internal research and development, analytics purposes, or to develop and market new services). You may object to the anonymization or aggregation of your personal data for this purpose at any time (see section 9 below for additional information on your rights).

5. WHO HAS ACCESS TO PERSONAL DATA AND WITH WHOM ARE THEY SHARED?

We only share your personal data if you expressly consent, if there is a legal obligation or permission to do so, if disclosure is necessary to assert, exercise or defend legal claims, or if the disclosure of data is directly connected with the conclusion or the performance of a contract with you or in your interest. We mainly share personal data:

- With **AIIC Regions** We may transfer personal data about our members, pre-candidates, applicants and Friends of AIIC, to AIIC regional associations, which will process such data, mainly for managing their local directory as independent controller.
- With our **service providers** We may transfer personal data to selected providers, to achieve the purposes listed in the [List of Processing Activities](#), to the extent they need it to carry out the instructions we have given to them.

Such providers include our IT systems providers, cloud service providers, database providers, automated marketing solutions providers and consultants including: Olatech Business Hosting Corporation, Amazon.com Inc et Amazon Web Services Inc.; Google LLC; Integration SA, Zoom US, Zoom, SaferPay. GIT SA. This list may be changed from time to time at our own discretion.
- With **third parties** where we have a We may also disclose your personal data where we have a legal obligation to do so or a legitimate interest in doing so, for example:

- legal obligation to do so or a legitimate interest in doing so
- to respond to a request from a judicial authority or in accordance with a legal obligation;
 - to defend against a claim or lawsuit; or
 - in the context of restructuring, in particular if we transfer our assets, or any of our rights or obligations under a relevant agreement to another company.

If you are a member or a pre-candidate, and elect to be visible in our global directory, your personal information (name, languages, location (city), status, and contact information) will be publicly available to anyone worldwide. We may either publish this information directly on our website, or communicate it by any other means, in particular by automatic means, in paper form or by email.

6. INTERNATIONAL TRANSFERS

We store your personal data on servers located in Switzerland and/or the European Union.

In principle, we do not transfer your personal data to other countries or make it available there. However, in certain circumstances, in particular in connection with the operations of our subcontractors, your personal data may be made available to recipients located abroad, including in any countries which do not necessarily offer an adequate level of data protection as recognized by the European Commission or Switzerland. In particular:

- we use service providers headquartered in the U.S. and/or in Canada, or.
- AIIC Regions may be located in any country of the world;
- Any country offering internet access to our website and its online directory.

In such cases, we will ensure that suitable safeguards are in place, in accordance with applicable data protection laws, for instance by relying on standard contractual clauses adopted by the European Commission or by relying on a statutory exception such as consent, performance of contracts, the establishment, exercise or enforcement of legal claims, overriding public interests or published personal data.

Moreover, the information accessible to the public or to other members may be accessed worldwide.

If you transmit information and data to us, you are expressly deemed to consent to such data transfers. You may request additional information in this regard and obtain a copy of the relevant safeguards upon request by sending a request to the contact address indicated in section 10 below.

7. HOW LONG DO WE STORE YOUR DATA?

We will erase or anonymize personal data as soon as it is no longer necessary for us to fulfill the purposes set out in our [List of Processing Activities](#). This period varies, depending on the type of data concerned and the applicable legal requirements. More information on each type of processing can be found in our [List of Processing Activities](#).

In view of the legal obligations incumbent upon us, certain information relating in particular to the contractual relationship must be retained for at least 10 years.

8. SECURITY

We are committed to the security of your personal data, and have in place physical, administrative and technical measures designed to keep secure your personal data and to prevent unauthorized access to it. We restrict access to your personal data to those persons who need to know it for the purpose described in this Privacy Notice.

Although we take appropriate steps to protect your personal data, no IT infrastructure is completely secure. Therefore, we cannot guarantee that data you provide to us is safe and protected from all unauthorized third-party access and theft. We waive any liability in this respect.

The internet is a global environment. As a result, by sending information to us electronically, such data may be transferred internationally over the internet depending upon your location. Internet is not a secure environment, and this Privacy Notice applies to our use of your personal data once it is under our control only. Given the inherent nature of the internet, all internet transmissions are done at your own risk.

If we have reasonable reasons to believe that your personal data have been acquired by an unauthorized person, and applicable law requires notification, we will promptly notify you of the breach by email (if we have it) and/or by any other channel of communication (including by posting a notice on our website).

9. YOUR RIGHTS WITH REGARD TO THE PROCESSING OF YOUR PERSONAL DATA

The GDPR grants you certain rights as a data subject if the respective requirements are met:

- **Right of access** ([Art. 15 GDPR](#)) - you have the right to access and ask us for copies of your personal data.
- **Right to rectification** ([Art. 16 GDPR](#)) - you have the right to ask us to rectify personal data you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- **Right to erasure** ([Art. 17 GDPR](#)) - you have the right to ask us to erase your personal data in certain circumstances.
- **Right to restriction of processing** ([Art. 18 GDPR](#)) - you have the right to ask us to restrict the processing of your personal data in certain circumstances.
- **Right to data portability** ([Art. 20 GDPR](#)) - you have the right to ask that we transfer in a structured, commonly used and machine-readable format the personal data you gave us to another organization, or to you, in certain circumstances.
- **Right to object to processing** ([Art. 21 GDPR](#)) - you have the right to object to the processing of your personal data which is based on our legitimate interests, in certain circumstances. In such case, we will no longer process the personal data unless we demonstrate compelling legitimate grounds for the processing, which override your interests, rights and freedoms or where the processing is necessary for the establishment, exercise or defense of legal claims.

As a rule, you are not required to pay any charge for exercising your rights and we will respond to your request within one month.

You will find further details of your rights in section 4 of this Privacy Notice in connection with each processing activity we perform. The above does not restrict any other rights you might have pursuant to applicable data protection legislation under certain circumstances. If you want to exercise any of your rights, please contact us using the contact detailed listed below (see section 10).

In addition to your rights outlined above, you may also have the right to lodge a complaint with a competent data protection supervisory authority (in particular in the Member State of your habitual residence, place of work or place of the alleged infringement) if you are not satisfied with how we process your personal data. Although this is not required, we recommend that you contact us first (see section 10) as we might be able to respond to your request directly.

10. CONTACT US

If you believe your personal data has been used in a way that is not consistent with this Privacy Notice, or if you have any questions or queries regarding the collection or processing of your personal data, please contact us at contact@aiic.org.

11. UPDATES OF THIS POLICY

This Privacy Notice may be subject to amendments. Any material changes or additions to the processing of personal data as described in this privacy notice affecting you will be communicated to you through an appropriate channel, depending on how we normally communicate with you.

Last updated: January 2024

LIST OF OUR PROCESSING ACTIVITIES OF YOUR PERSONAL DATA

This page describes the purposes for which we process personal data, which personal data we process in relation to each purpose and the duration for which the personal data is retained.

Ref	Purpose	Information collected	Legal Basis	Retention Period
1.	To manage our active members and pre-candidates , including for processing fees and organizing our assemblies and committees	<ul style="list-style-type: none"> ✓ Identity Details ✓ Contact Information ✓ Professional Information ✓ Payment Information ✓ Account Information ✓ Event Information ✓ Interactions Information ✓ Investigation Information 	Contractual Necessity	<p>The personal data which we must retain for record-keeping, tax or another legal obligation will, as a rule, be kept for the duration of the membership and thereafter for a period of 10 years (or such other retention period as applicable).</p> <p>Shorter retention periods apply for personal data which must not be retained for the above reasons.</p> <p>Longer period may apply to enable us to keep a track record of the history of the Association and of its membership.</p>
2.	<p>To manage applications (application for membership or application for pre-candidacy)</p> <p>If you apply for membership or for pre-candidacy within our association, we process the personal data that is necessary</p>	<ul style="list-style-type: none"> ✓ Identity Details ✓ Contact Information ✓ Professional Information ✓ Payment Information ✓ Account Information ✓ Event Information 	Contractual Necessity	<p>Data is retained for the duration of the application.</p> <p>For successful applications: retention as per the activity referenced under No°1 above.</p>

Ref	Purpose	Information collected	Legal Basis	Retention Period
	to the evaluation of your application.	<ul style="list-style-type: none"> ✓ Interactions Information ✓ Investigation Information 		For unsuccessful applications: retention for a duration of not more than 10 years
3.	<p>For our general supplier management purposes</p> <p>If we are in a business relationship with you, your employer, or are in discussions to enter into one, we process the personal data that is necessary for our supplier management.</p>	<ul style="list-style-type: none"> ✓ Identity Details ✓ Contact Information ✓ Professional Information (mainly job title and qualifications) ✓ Interaction Information 	<p>Contractual Necessity (if we are in a direct contractual relationship with you)</p> <p>Our legitimate interests to manage our organization appropriately</p>	Same as for the activity referenced under No 1 above.
4.	<p>To ensure the security of our infrastructures, our staff members, and for the general management of our organization</p> <p>We process your personal data when this is required to manage and ensure the security of our infrastructures, including the maintenance of IT infrastructure, preventing fraud or criminal activity, ensuring our activity continuity, and safeguarding physical and IT security</p>	<p>The categories of personal data we process will depend on the matter at hand, but may include</p> <ul style="list-style-type: none"> ✓ Identity Details ✓ Contact Information ✓ Payment Information ✓ Interaction Information; ✓ Logs (such as logs of access to our physical building) 	<p>Legitimate interests</p> <p>Contractual Necessity</p>	Information collected for this purpose is regularly deleted or anonymized when no longer required in accordance with applicable laws.

Ref	Purpose	Information collected	Legal Basis	Retention Period
5.	<p>To enable our members to be displayed in AIIC's worldwide and public directory</p>	<ul style="list-style-type: none"> ✓ Identity Details ✓ Contact Information ✓ Professional Information <p>This directory allows a multi-criteria research of AIIC interpreters, in particular with the interpreter's address or location, working languages and indirect or direct ethnic or "racial" data, which are considered special categories of data (also called "sensitive data").</p>	<p>Consent</p> <p>By filling in by yourself the appropriate field in the member or pre-candidate profile</p>	<p>Information is immediately deleted from the directory upon request from the member or when she or he ceases to be a member</p>
6.	<p>To enable you to publish articles in AIIC's website or publications</p> <p>AIIC may process your personal data when you publish an article in the name and on behalf of AIIC in AIIC's publications</p>	<ul style="list-style-type: none"> ✓ Identity details ✓ Contact Information ✓ Professional Information 	<p>Contractual Necessity</p>	<p>As long as the article or the publication is published</p>
7.	<p>To organize events</p> <p>This includes marketing our events, inviting you to join events based on our previous interactions with you, managing the event (e.g. checking attendance, payment of fees, etc.), filming or registering events.</p>	<p>The personal data we process may include:</p> <ul style="list-style-type: none"> ✓ Identity Details ✓ Contact information ✓ Payment information ✓ Events Information ✓ Interaction Information 	<p>Contractual Necessity</p> <p>Our legitimate interests (e.g. to send you updates about new events, checking attendance).</p> <p>Consent (for taking photographs and filming you at events).</p>	<p>Same as for the activity referenced under No 1 above.</p>

Ref	Purpose	Information collected	Legal Basis	Retention Period
8.	<p>To send you our newsletters if you subscribed to it</p> <p>You may unsubscribe from the newsletter service at any time, in which case your contact details will be deleted.</p>	<ul style="list-style-type: none"> ✓ Identity Details (name) ✓ Contact Information (email) ✓ Time of registration and your opt-in confirmation 	<p>Consent</p> <p>Legal Obligation (for the proof of opt-in)</p>	<p>Until you unsubscribe</p>
9.	<p>To send you other advertising information</p> <p>Independently from your subscription to our newsletter, we may also contact you by email to inform you about our activities based on your previous interactions with us, if you have not objected to the corresponding use of your email address. You can object to the use of your email address for this purpose at any time by contacting us (see contact detail in section 10 of the privacy notice.</p>	<ul style="list-style-type: none"> ✓ Identity Details (name) ✓ Contact Information (email) ✓ Interaction Information 	<p>Our Legitimate Interests to advertise certain sales offers and activities relating to our previous interactions with you</p>	<p>Same as for the activity referenced under No 1 above.</p>
10.	<p>For internal analysis and statistical purposes</p> <p>Unless you object to such processing, we may process your personal data that we access in connection with our activities, for internal analysis and statistical purposes, in order to better understand the needs</p>	<p>Pseudonymized information about you and your interactions with us.</p>	<p>Legitimate Interests.</p> <p>To provide an anonymized statistic data to our members about the profession at some moment in time</p>	<p>Pseudonymized information is deleted or fully anonymized as soon as the information is no longer required (.e.g. upon the end of the project). General information produced by the individual answers is kept for the purpose of publication and information of our members.</p>

Ref	Purpose	Information collected	Legal Basis	Retention Period
	<p>of our members, to optimize their experience, and in general to improve our activities and website. You may object to such processing activities at any time (see the Privacy Notice for additional information on your rights).</p> <p>We do not use this information to identify you or attempt to link it to you.</p>			
<p>11.</p>	<p>If you apply for a position with us, to process your application</p> <p>If you apply for a position, we will process your personal data exclusively for assessing your application in view of the possible establishment of an employment relationship, including to assess your capabilities and qualifications, and conduct reference checks, if and as authorized by Swiss law.</p>	<p>We will process the personal data you provide (e.g. your contact information, CV, résumé, cover letter, information relating to previous work experiences).</p> <p>In addition, if you provide us with links to your profile on social media platforms (such as LinkedIn) or with contact information for references, we will assume that we may gather information from these sources.</p> <p>Any information you submit must be true, complete and not misleading. Should the information provided be inaccurate, incomplete, or misleading, subject to applicable law, this may lead to a rejection of your application during the application process or</p>	<p>Contractual Necessity (to take pre-contractual steps at your request).</p>	<p>Personal data of applicants who have not been hired is deleted at the end of the recruitment process. If an employment relationship is established following your application, your personal data will be entered into your HR file and further processed in accordance with our HR data processing policies.</p>

Ref	Purpose	Information collected	Legal Basis	Retention Period
		disciplinary action including immediate dismissal if you have been employed.		
12.	<p>To operate our website</p> <p>If you visit our website, we process your personal data to provide you with the requested functionalities, to establish a connection with your device over the internet, to identify you when you use the websites, manage their stability and security, and for analytics and statistical purposes, based on our legitimate interests in doing so.</p>	<p>In addition to the personal data which you provide, we automatically collect certain technical information about your interactions with our websites (such as your IP address, the content that was accessed, date and time of access, information about your web browser, your preferences, or other information related to your interaction with the websites, including your navigation details on the websites).</p> <p>We use cookies on the websites. To find out more about how we use cookies, please see our Cookies Policy below.</p>	<p>Contractual Necessity (to operate our website and provide the required functionalities)</p> <p>Legitimate Interest (analytics and statistical data)</p>	<p>If you use a service, the retention period is as specified under No 1 above</p> <p>The data collected using cookies is stored for the period indicated in our cookie policy (see below).</p>
13.	<p>To comply with our other legal obligations</p> <p>We may further process your personal data if we have a legal obligation to do so or for other legitimate interests. This will for instance be the case if we need to disclose certain information to public authorities or retain such information for tax or accounting purposes, or for the</p>	<p>The personal data that we process for this purpose are those that we collected for one the purposes indicated elsewhere in this list.</p>	<p>Legal Obligation</p>	<p>We retain the personal data for the duration of the legal obligation imposed on us.</p>

Ref	Purpose	Information collected	Legal Basis	Retention Period
	establishment, exercise or defense of legal claims			

In addition to the above, we may process your personal data if we have obtained your prior unambiguous consent for specific purposes. We will delete your personal data when we no longer need or when you withdrew your consent (whichever comes first). Consent given can be withdrawn at any time, but this does not affect data processed prior to withdrawal.

Last updated: January 2024

COOKIES POLICY

1. Type of cookies used

- 1.1 We use several types of cookies. Some are essential, while others you can opt out of or block. Opting out or blocking some cookies may affect the functionality of our website.
- 1.2 The below explanations shall help you to make informed choices about the information you provide to us when you access and use the website.

2. Why and how we use cookies

- 2.1 There are broadly four reasons why a cookie might be stored on your electronic device when accessing and using the website.
- cookies that make the website work properly for you;
 - cookies that collect data about your use of the website which is then used on an anonymous basis to help us improve the website and our services;
 - cookies that remember your preferences and make the website easier for you to use;
 - cookies that are placed by third party services of which we make use of to enhance the presentation of the website online. We have no control over these third party cookies.
- 2.2 These cookies are placed on your electronic device either by us or by the third parties whose services we use as part of our website.
- 2.3 Some cookies are retained in your electronic device for only as long as you access and use the website, while others persist for a longer specified or unspecified period.

3. How to block cookies

You can restrict or block cookies which are set during your use of the website by changing your electronic device's or browser's settings. For more detailed information, see <http://www.AllAboutCookies.org>. Some parts of the website may not work if you completely disable cookies, but many third-party cookies can be safely blocked. Check also information in your browser's help section for specific instructions on how to manage cookies.

4. Essential cookies

Some cookies we place on your electronic device ensure that the website, delivers you without limitation information securely and optimally. The Service/website cannot function properly without these cookies.

5. Statistic cookies

Statistical cookies, such as those linked to Google Analytics, help understand how users interact with the website by collecting and reporting aggregated information.

6. Cookies set across the website

Essential cookies

Cookie	Provider	Stored/ processed data	Expiry	Description

JSESSIONID	<i>in1touch</i>	<i>Unique random session identifier</i>	<i>After 2 hours of inactivity or when the browser closes</i>	<i>Authentication cookie. Used in session tracking</i>
LOCALE	<i>in1touch</i>	<i>Browser Locale</i>	<i>90 days</i>	<i>Check language used</i>
firstName	<i>in1touch</i>	<i>Encoded First Name</i>	<i>90 days</i>	<i>To improve and simplify login experience</i>
login	<i>in1touch</i>	<i>Encoded username</i>	<i>90 days</i>	<i>To improve and simplify login experience</i>
cc-analytics-disabled	<i>in1touch</i>	<i>False</i>	<i>365 days or until enabled</i>	<i>Disable Google analytics</i>
cookieconsent_status	<i>in1touch</i>	<i>True/False</i>	<i>365 days</i>	<i>Save cookie settings</i>

Statistic cookies

Cookie	Provider	Stored / Processed data	Expiry	Description
<i>_ga</i>	<i>Google Analytics</i>	<i>Randomly generated browser identifier</i>	<i>2 years</i>	<i>This cookie is used by Google Analytics for visitor tracking.</i>
<i>_gat</i>	<i>Google Analytics</i>	<i>Boolean flag</i>	<i>24 hours</i>	<i>This cookie is used by Google Analytics for throttling requests to Google Analytics</i>
<i>_gid</i>	<i>Google Analytics</i>	<i>Randomly generated session identifier</i>	<i>1 minute</i>	<i>This cookie is used by Google Analytics to group the entire session's activity together for each user.</i>
<i>_gali</i>	<i>Google Analytics</i>	<i>oAuth provider information</i>	<i>30 seconds</i>	<i>This cookie is part of the Google Analytics' Enhanced Link Attribution feature that (tries to) distinguish clicks on links to the same destination.</i>

7. Your Choices

If you do not want Cookies to be stored on your electronic device, you can configure your internet browser or electronic device to refuse and/or restrict them. Some Cookies are, however, essential to the functioning of the Website, which may operate differently if you refuse or completely restrict all Cookies.

You can see the help section of your internet browser or electronic device for more specific instructions on how to manage Cookies. The following links may be helpful, or you can use the "Help" option in your browser.

[Cookie settings in Firefox](#)

[Cookie settings in Internet Explorer](#)

[Cookie settings in Google Chrome](#)

[Cookie settings in Safari \(OS X\)](#)

[Cookie settings in Safari \(iOS\)](#)

[Cookie settings in Android](#)

To opt out from and prevent your data from being used by Google Analytics across all websites, check out the following instructions: <https://tools.google.com/dlpage/gaoptout>

You may also set the use of Cookies on the Cookie consent management platform integrated into the website.

To find out more about cookies, including how to see what cookies have been set and understand how to manage, delete and block them, visit www.aboutcookies.org or www.allaboutcookies.org.

8. Updates to this Cookie Policy

We may update this Cookie Policy. We encourage you to periodically review this page for the latest information about cookies set on the Website.

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