

Foyer S.A. 12, rue Léon Laval L-3372 Leudelange R.C.S. Luxembourg B 67199 VAT no.: LU 182.397.36 www.foyer.lu

Foyer undertakes to respect an individual's right to privacy when processing their personal data.

Foyer has introduced a policy which is the result of and issued in accordance with article 24 of EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 regarding the protection of a person's personal data and the processing of personal data and the free movement of such data (GDPR).

This policy describes the processing carried out and the personal data processed by the Group's entities and its insurance subsidiaries. It indicates the purposes of the processing, the storage conditions, the cases in which the Group transfers personal data, also the organisational and technical measures set up to protect this data.

The GDPR gives you rights to control the use of your own personal data. Foyer ensures that the rights as described in its policy are respected, and has appointed a Data Protection Officer to monitor your data with respect to processing carried out within the Group.

These rights are as follows:

- The right to access and view your personal data
- The right to rectify or complete your personal data
- The right to delete your personal data (in accordance with legal obligations concerning their preservation)
- The right to limit the processing of your personal data
- The right to portability of personal data, meaning that your personal data can be provided in a structured format.

If you intend more specifically to claim one of these rights, we ask that you enter your identification details in the first table below and in the second table tick the box corresponding to the right for which you wish to make your request, as part of the new regulations on personal data protection.

Name of the person concerned*	
Home address*	
E-mail address	
ID card number*	
Group Company concerned*	
Client number/Contract number (if client of the Group)	
Phone number (mobile or landline**)*	

\* Mandatory field

\*\* Number where you can most easily be reached to authenticate your request.

# **RIGHTS FOR WHICH THE REQUEST IS MADE**

#### You may include a brief description with your request

Right concerned	Description of the request
1 Right of access	
2 Right to rectify	
3 Right to delete	
4 Right to limit	
5 Right of portability	
6. Other request	

### **DOCUMENT TO BE ATTACHED**

In order to authenticate your identity, this form must be accompanied by a copy of your ID card (front and back). Forms not accompanied by this document cannot be processed by Foyer.

Foyer reserves the right to contact you to authenticate your identity through additional documents or questions (health insurance card, certificate of residence, etc.). You will receive a link via email allowing you to authenticate your request.

## **RESPONSE DEADLINE**

Foyer undertakes to respond securely within the deadlines specified by the GDPR and any extensions given.

#### **IMPORTANT NOTES**

In accordance with the GDPR, Foyer reserves the right to charge costs and to flag any requests that are clearly inappropriate or excessive.

[Select date]