# **Privacy policy**

#### RESPONSIBLE FOR THE DATA PROCESSING

**Identity:** Museu Nacional d'Art de Catalunya

**CIF:** Q-5856250-E

Postal address: Palau Nacional, Parc de Montjuïc, 08038 Barcelona

Electronic address: dadespersonals@museunacional.cat

Data Protection Officer: The user can contact the DPO (Data Protection Officer) through the following email address dpo@museunacional.cat, or by writing to the postal address of the Museu Nacional d'Art de

Catalunya, for the attention of the "Data Protection Officer".

The **Museu Nacional d'Art de Catalunya**, being responsible for the website, and in accordance with the Regulation (EU) 2016/679 of 27 April 2016 (GDPR) with regard to the protection of personal data of natural persons, and of the Law 34/2002, of 11 July, on Information Society Services and Electronic Commerce (LISSEC), informs you that you have implemented the necessary security measures, both technical and organizational, to guarantee and protect the confidentiality, integrity and availability of the data introduced.

#### AIM OF THE DATA PROCESSING

Your personal data will only be used for the following aims:

- To respond to the consultations and/or provide information required by the user.
- To carry out the provision of services and/or products contracted or subscribed by the user.
- To carry out the necessary commercial and administrative steps with the users of the web.
- To send advertising communications by email, social communications or any other electronic or physical means, provided the user has expressly consented to the sending of these types of communications by electronic means by subscription to the electronic newsletter, of the website, of the blog or of the museum's apps.
- To use your data to contact you, both electronically and non-electronically, so as to get your opinion about the service provided.
- To use your data for holding draws and competitions in which the user is signed up for.
- To notify you about the changes, important developments in the privacy policy, legal notice or cookies policy.
- The data of clients and/or suppliers or providers will be processed, within the contractual relationship that links them with the organisation responsible, in compliance with the administrative, tax, accounting and labour obligations that are necessary under current legislation.
- To exploit the data for study, statistical and loyalty purposes.

At any time you may revoke your consent by sending a letter with the subject "Unsubscribe" to dadespersonals@museunacional.cat.

In accordance with the LISSEC, the Museu Nacional d'Art de Catalunya does not perform SPAM practices, therefore, it does not send commercial emails that have not previously been requested or authorized by the user. Consequently, in all the communications that you will receive from the Museu Nacional d'Art de Catalunya the user has the possibility of cancelling his or her express consent to receive our communications.

We will not process your personal data for any other aims than those described except for legal obligations or judicial requirements.

Your data will be retained while the commercial relationship with us lasts or exercising your right of cancellation or opposition, or limitation to the processing. However, we will retain certain personal identification and traffic information for a maximum period of 2 years, were it to be required by the Judges and Courts or to initiate internal actions derived from the improper use of the website.

It will not be subject to decisions based on automated processing that produces effects on your data.

### **LEGITIMATION OF THE PROCESSING**

The legal basis for the processing of the data is the granting of your consent to carry out the abovementioned purposes, which will be requested in the moment that the corresponding box is ticked when collecting your data.

The fact of not facilitating the requested personal data or not accepting this policy of data protection makes it impossible to subscribe, register or receive information about the activities of the provider.

In cases where there is a prior contractual relationship between the parties, the legitimacy for the development of the administrative, tax, accounting and labour obligations that are necessary under current legislation will be the prior existence of the commercial relationship established between the parties.

### **COMMUNICATIONS**

Any communication sent will be included into the information systems of the Museu Nacional d'Art de Catalunya. On accepting these conditions, terms and policies, the user expressly agrees that the Museu Nacional d'Art de Catalunya will be able to carry out the following activities and/or actions, unless the user otherwise states:

- The sending of informative communications by any means enabled to inform users of the activities, services, promotions, publicity, news and other information about the services and products related to the activity.
- The conservation of the data during the periods foreseen in the applicable provisions.

## OFFICIAL MEANS OF COMMUNICATION

The user is informed that the means of communication provided by the company to communicate with the customers and others affected, will be corporate phones, company mobiles and corporate emails.

If you send personal information through a means of communication other than those indicated in this section, the COMPANY will be exempt from liability in relation to the security measures available to the means of communication in question.

## **RECIPIENTS OF DISCLOSURES OR TRANSFER**

The Museu Nacional d'Art de Catalunya will not carry out any disclosure or transfer or communication of data, without the express consent of the interested party, either inside or outside the European Union. The provider will only provide information to the security forces or law enforcement agencies under judicial order or by the obligation of a legal rule, without prejudice to be able to block or cancel your account if

there can be indications of having committed any offense by the user. The information provided will only be that which is available at this moment to the provider.

The information that you provide us with, both through this website and through the application will be hosted in the servers of the Museu Nacional d'Art de Catalunya.

### RIGHTS OF THE INDIVIDUALS CONCERNED

As a user-interested party, you can request the application of the following rights to the **Museu Nacional d'Art de Catalunya** by submitting a letter to the postal address of the heading or by sending an email to dadespersonals@museunacional.cat, indicating as the subject matter "GDPR, Exercise Rights", and attaching a photocopy of your ID card or any analogous means in law, as indicated by law.

### Rights:

- **Right of access:** allows the interested parties to know and obtain information about their personal data subject to processing.
- **Right of rectification or erasure:** allows errors to be corrected and data modified that may be inaccurate or incomplete.
- Right of cancellation: allows inadequate or excessive data to be deleted.
- **Right of objection:** The right of the interested party to not have the processing of his or her personal data to be carried out, or for it to be ceased.
- **Limitation of processing:** involves marking the personal data stored, in order to limit the future processing.
- **Portability of Data:** facilitation of the data subject to processing to the interested party, so that it can be transferred to another person responsible, without impediments.
- Right to not be the subject of automated individual decisions (including the elaboration of profiles): right to not be the subject of a decision based on the automated processing that produces effects or significantly affects it.

The user has the right to withdraw the consent given at any time. The withdrawal of consent will not affect the legality of the processing carried out before the withdrawal of consent.

You also have the right to file a complaint with the control authority if you believe that your rights may have been violated in relation to the protection of your data (https://edps.europa.eu/).

## **ADDITIONAL INFORMATION**

### **INFORMATION THAT WE COLLECT**

We obtain information through a subscription form with the minimum and essential information. In this form you will provide the following details: email, first name, surname, job position, institution, address, postal code, town or city, country and mobile phone number.

### **SOCIAL NETWORKS**

We inform you that the Museu Nacional d'Art de Catalunya can have a presence in the social networks. The processing of the data that is carried out by people who follow social networks (and/or carry out any link or action through the social networks) of the official pages of the Museu Nacional d'Art de Catalunya will be governed by this section, as well as by those conditions of use, privacy policies and access regulations that belong to the social network that correspond in each case and that have been previously accepted by the user.

The Museu Nacional d'Art de Catalunya carries out promotional actions based on the exploitation of the statistical data that each of the social networks does.

The Museu Nacional d'Art de Catalunya will process your data in order to properly manage its presence in the social networks, informing you of activities, as well as for any other purpose that the regulations of social networks allow.

The publication of the following contents is prohibited:

- that are allegedly illicit by the national, community or international regulations or that they carry out allegedly illicit activities or contravene the principles of good faith.
- that attack the fundamental rights of the people, lack courtesy in the network, bother or may generate negative opinions among our users or third parties and, in general, any contents that the Museu Nacional d'Art de Catalunya deems inappropriate.
- and that in general contravene the principles of legality, honesty, responsibility, protection of human dignity, protection of minors, protection of public order, protection of private life, consumer protection and intellectual and industrial property rights.

Likewise, the National Museum of Art of Catalonia reserves the power to withdraw, without prior notice, from the website or the corporate social network, those contents that are considered inappropriate.

Any communications sent through social networks will be included in a file owned by the Museu Nacional d'Art de Catalunya that will send you information of interest.

You can gain access to more information in this privacy policy

In any case, if you send personal information through the social networks, the Museu Nacional d'Art de Catalunya will be exempt from any responsibility regarding the security measures applicable to the platform in question and, if the user wants to know about these, he or she will have to check the corresponding particular conditions of the network in question.

### **SECURITY MEASURES**

The data that you provide us with, will be processed in a confidential way. The provider has adopted all the necessary technical and organisational measures and all the levels of protection so as to guarantee the security in the processing of the data and to avoid its alteration, loss, theft, unauthorized processing or access, in accordance with the state of the technology and the nature of the stored data. Furthermore, it is also guaranteed that the processing and registration in files, programs, systems or local equipment and in centres comply with the requirements and conditions of integrity and security established in the current regulations.

# **DELIVERING THE CV**

If the user sends his or her CV through our website or by post, we inform you that the data provided will be processed by the management of the calls for the provision of jobs, for the management of the selection processes and for the delivery of information to the units affected.

If there is any modification in the data, you must inform us in writing as soon as possible, in order to keep your data duly updated.

The data will be kept for a maximum period of two years, after which the data will be deleted in order to guarantee full respect for confidentiality, both in its processing and its subsequent destruction. In this sense, after the completion of the period, and if you wish to continue participating in the selection processes, we ask you to send us your CV once again.

## **CHANGES IN THE CURRENT PRIVACY POLICY**

The Museu Nacional d'Art de Catalunya reserves the right to modify this policy to adapt it to legislative or jurisprudential changes.

### **LEGISLATION**

For all intents and purposes, the relations of the Museu Nacional d'Art de Catalunya with the users of the IT services of this website are subject to Spanish legislation and jurisdiction to which the parties expressly submit themselves, and for the resolution of all conflicts derived or related to its use will be the competence of the Courts of Barcelona