

## PRIVATE DATA POLICY

Gestión y Calidad Turística Ciudad de Segovia S.A.U (henceforth, the provider), with the address: C/Judería Vieja, 12 40001, Segovia (Spain), telephone number (+34) 902 40 2016, fax number (+34) 921 463 320, CIF A-40204190 and e-mail address [info@segovia2016.es](mailto:info@segovia2016.es), inscribed in the Segovia Mercantile Register, Volume 192, Sect. 8, Book 0, Page SG-4271, Inscription number 03/05/2005, in accordance with the Ley Orgánica 15/1999 on Data Protection, informs it respects and protects the personal data and intimacy of users. All personal data is processed in an automatised database properly inscribed with the AEPD under the provider's name.

All users are informed that on entering their data in the forms provided at the website they give their explicit, free and unequivocal consent to the provider to process their data with, at least, the following purposes:

- a. To control and manage the transmission of Segovia 2016 blog messages.
- b. To include personal data in the cultural volunteer Database created by the provider.
- c. To use the said Database in order to contact persons possibly interested in participating as cultural volunteers.
- d. To send information about the 2016 Citizen plan, the candidature and its activities, as well as about the possible participation in the 2009 collective activity aimed at supporting the Segovia 2016 candidature.

Simultaneously, users agree that their personal data might be ceded to other cultural entities in Segovia bound with the provider by written collaboration agreements.

In accordance with the Ley Orgánica 15/1999, all users are informed about the possibility to access, modify, cancel or remove their personal data from the provider's database. Users willing to do so only need to fill in a relevant form and send it at [info@segovia2016](mailto:info@segovia2016) or the postal address indicated above together with a photocopy of their ID document.

In the case of the cultural volunteer collaboration form users are informed that their data is ceded exclusively to those entities that are bound with the provider by written collaboration agreements, which in turn obliges these entities to observe the relevant laws regulating the use of Private Data.

The access to the database is restricted via a system of usernames and passwords offered exclusively and confidentially to the collaborating entities.

Users not willing to receive commercial communications can sign out at the relevant section of the electronic bulletin or via an e-mail message.

The provider has adopted all technical and functional measures necessary to guarantee the security and integrity of the personal data processed and to avoid its loss, modification or access by unauthorised third parties.

## **THE USE OF COOKIES AND THE ACTIVITY LOG**

The provider or a third party contracted for relevant measurement services can use cookies when users navigate the website. Cookies are files sent to the navigator via a web server with the aim of registering the activities of the user during navigation.

Cookies used by this website or a third party acting on its behalf are associated exclusively with an anonymous user and their computer, and do not provide the user's personal data by themselves.

Cookies allow a web server to recognise the web navigator employed by the user with the aim of improving navigation and allowing, for instance, previously registered users to access exclusive areas, services, offers or competitions without the necessity to register during each visit.

Cookies are also used to calculate viewings and traffic parameters, control progress and visit number.

Users have the possibility to set their navigator to activate an on-screen notice of cookie reception and prohibit their installation on their computers. Please consult the user's manual of your navigator for more information.

The use of the website does not oblige users to permit the installation of cookies sent by the website or a third party acting on its behalf; however, in such a case it will be necessary to start a new session in each of the services that require previous registration or login.

The servers of this website can automatically detect users' IP address and domain name. That data is registered in an activity log on the server and permits the posterior processing of the data with the aim of obtaining statistic measurements reflecting the page-viewing numbers, service-use numbers, visit sequences, etc. Simultaneously, the log is treated with dissociation processes that impede the identification of a computer with a user.