

TopCer management promotes privacy awareness, ensuring the accomplishment of the principles of personal data processing and data subject rights at all activities, as required by General Data protection Regulation and general law.

All TopCer workers are committed and obligated to respect and accomplish the personal data processing principles, ensuring:

- A lawfully, fairly and transparent attitude in relation to the data subject;
- To collect and/or use personal data only for specified, explicit and legitimated purposes, without further processing for incompatible purposes;
- To ensure the adequacy, relevancy and minimization of personal data in all activities, keeping only the strictly necessary;
- To ensure personal data is accurate and updated;
- To keep personal data for no longer than necessary;
- To protect personal data against unauthorized or unlawful access or processing, losses, destruction or damage, always keeping focus on privacy;
- To make and keep the required records.

To the extent of the law, the Data Subject has the right to request access, correction, rectification, restrict processing, portability, erasure or object to automated processing, by written communication to the email privacy@topcer.com. Any omission, inaccuracy or lie on the supplied information or additional requested information is at entire responsibility of the Data Subject, which assumes entire responsibility for its veracity.

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