

KASZNAR LEONARDOS

Privacy Policy

PRIVACY POLICY

Kasznar Leonardos Propriedade Intelectual, an intellectual property law firm headquartered at Prof. Álvaro Rodrigues, 352, 14th floor, Rio de Janeiro/RJ and enrolled in the Tax Payer's Number under 15.305.456/0001-37 ("Kasznar Leonardos", "our firm" or "we") is proud of its commitment to respect your privacy and ensure the protection of personal data of individuals who access the Site ("User" or "You").

This Privacy and Personal Data Protection Policy ("Privacy Policy") consolidates all Kasznar Leonardos' commitments regarding the process and security of Users' personal data, and is part of the Terms and Conditions of its Website ("Terms of Use"), which should be read together.

Data protection is a shared responsibility between Kasznar Leonardos and the User. The confidentiality of the collected data is a priority for our firm, which limits processing of such data to the situations provided for herein.

If you have any questions about this Privacy Policy or the data processing operations conducted by our firm, please contact us via dpo@kasznarleonardos.com.

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1. Definitions

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For a better understanding of the Privacy Policy by the User, please find some of the main legal definitions, which will appear repeatedly throughout this document:

Applicable Law: Law 13.709/2018 (General Law of Data Protection - LGPD), Law 12.965/2014 (Marco Civil da Internet), Civil Code (CC), Code of Civil Procedure (CPC), Criminal Code (CP) and any other regulations applicable to the specific case.

Personal Data: information related to an identified or identifiable natural person (e.g. name, age, tax payer number, address, e-mail, etc.).

Sensitive Personal Data: personal data concerning racial or ethnic origin, religious conviction, political opinion, membership of a trade union or of a religious, philosophical or political organization, data concerning health or sex life, genetic or biometric data when linked to a natural person.

Anonymized Data: data related to a data subject that cannot be identified.

Data Subject: natural person to whom the personal data being processed refer, in other words, You!

Controller: who makes decisions concerning the processing of personal data. In this document, in general, the Controller will be our firm.

Data Protection Officer (DPO): person indicated by the controller and operator to act as a communication channel between the controller, the data subjects and the National Data Protection Authority (ANPD).

Processing: any operation performed with personal data, such as those related to the collection, production, receipt, classification, use, access, reproduction, transmission, distribution, processing, filing, storage, deletion, evaluation or control of the information, modification, communication, transfer, dissemination or extraction.

2. Minor's Data

There will be no processing of personal data of minors in any way. By accepting these documents, you affirm that you are over eighteen (18) years of age and therefore legally capable for accepting this document.

3. Personal Data Processing

The Users' personal data are processed - more specifically, collected and received, used, shared, and stored - only for specific purposes, which will be objectively and transparently delimited throughout this Item 3.

3.1 Collection and Reception of Personal Data

For us to keep in touch with You and to provide our services, personal data is collected in various ways and for specific purposes.

PERSONAL DATA	COLLECTION/RECEIPT METHOD	LEGAL BASIS
Name, e-mail, phone number, and company name	Website form	Performance of Contract between the User and Kasznar Leonardos
Name, taxpayer number, telephone, e-mail, address, and bank details.	Registration form or sending by e-mail	
Name, address, e-mail, professional data	Consultation of Court sites and public databases	
Name, address, phone, mother's name, Serasa Score, debts, protest	Serasa Experian inquiry	For the legitimate interests of Kasznar Leonardos

3.1.1 Cookie Policy

In addition to the aforementioned personal data collection, your personal data may also be collected automatically through the use of technologies such as cookies.

Cookies are files containing small amounts of information that are downloaded to devices that use the Internet when You visit a site. They are collected on your access and sent back to our Site when you visit again

Cookies collect general information such as your IP address, date and time of access to the Site, geolocation, browsing habits (interaction, sites accessed, number of clicks, information about products and services you are interested in, etc.), login and password, language preference, Wi-Fi and mobile network, among others.

There are several types of Cookies, but we only use some of them, as explained below:

COOKIE TYPE	PURPOSE	PERSONAL DATA COLLECTED
Necessary Cookies	Site navigation and use of features	None. These cookies do not identify the User
Performance Cookies	Analyze your actions on our Site (e.g. pages visited frequently, time spent on each page, etc.)	None. These cookies do not identify the User
Third Party Cookies	Prevent the action of robots when filling out the contact form	None. These cookies do not identify the User

If you do not want to share personal data via Cookies, you can change your preferences, depending on your browser type. Here are some examples:

- Internet Explorer
- Microsoft Edge
- Mozilla Firefox
- Google Chrome
- Safari
- Opera

The duration of Cookies collected may be per session (while You are actively browsing our Site) or permanent (how long they remain on your device depends on each browser or until You manually delete them).

3.2 Use of Personal Data

FOR WHICH PURPOSE?	LEGAL BASIS
Feeding and updating our systems and database;	Execution of Contract or pre-contract between the User and Kasznar Leonardos
Receive, handle, and attend to User demands made by Contact Us or e-mail;	
To provide our services, contracted by You;	
Contact for job interviews, for the opportunities you have registered for;	
Preparation of anonymized reports, based on the analysis of the User's personal and behavioral data;	For the purpose of the legitimate interests of Kasznar Leonardos
Manage the Site and other contact channels between our office and You;	
Perform background checks, to verify information obtained by You or on the Internet in general;	
Sending newsletters, marketing communications and other news that our office believes may be of interest to you. If you are no longer interested in receiving such e-mail communications, you may unsubscribe at any time.	**Free, unequivocal and informed consent of the User**

3.3 Sharing of Personal Data

To provide services by Kasznar Leonardos, some personal data will need to be shared with third parties outside our firm for a clear purpose and based on the legal assumptions outlined below.

WITH WHOM	FOR WHAT PURPOSE?	LEGAL BASIS
Judicial, administrative police or other organs	Comply with judicial, police or administrative determinations within the limits of the decision rendered	Fulfillment of legal, administrative or regulatory obligation
Judiciary, Public Administration or arbitration chamberl	For Kasznar Leonardos' defense in case of litigation	Regular exercise of rights for defense in judicial, administrative or arbitration proceedings
Business partners (e.g. financial institutions, technology institutions, translators, event planners, notary offices, job vacancies)	Comply with the clauses agreed upon and the services provided by our office	Performance of contract (or pre-contract) between You and Kasznar Leonardos
Companies involved in case of transactions and corporate changes covering the operations of Kasznar Leonardos	In the future, should there be any corporate change of Kasznar Leonardos	Kasznar Leonardos' legitimate interest

3.4 International Transfer

Your personal data will only be transferred outside Brazil if strictly necessary, by adopting appropriate security measures. In general, the international transfer will occur (i) to countries or international organizations that provide an adequate level of protection of personal data in accordance with the LGPD or (ii) through contracts with clauses that guarantee the adequate protection of your data.

3.5 Storage and Deletion of Personal Data

Our office will store the Users' personal data only for as long as necessary until the purpose of the processing is achieved, except for compliance with legal storage obligations - such as the record-keeping obligations arising from the Marco Civil da Internet -, and compliance with legal, regulatory or administrative obligations.

When the purpose of processing your personal data is reached by our office or the legal and judicial deadlines mentioned above have expired, your data will be deleted without any prior notice.

4. Data Subjects Rights

The Applicable Legislation grants to Users (data subjects) several rights. You may enforce them in the following cases:

CONFIRMATION OF THE EXISTENCE OF PROCESSING	If You wish to question whether our office has any personal data about you in our database that is being processed in any way.
ACCESS	If You wish to identify which of your personal data is in our database.
CORRECTION	If You wish to correct incomplete, inaccurate or outdated data.
DELETION, BLOCKING OR ANONYMIZATION	If You wish our office to permanently delete, block, and not perform any processing operations or anonymize (i.e. make unidentifiable) your personal data contained in our database. This right will only be waived by our office when there is a need to comply with some future legal, administrative or regulatory obligation. The User is aware that the request for blocking or deletion of personal data may partially or totally prevent the provision of services by our office, depending on the information in question.
SHARING INFORMATION	In case you want to know exactly with which entities, public or private, our office has shared your data.
PORTABILITY	If You wish to have your data deleted from our database and forwarded to a third party, to be informed by You

WITHDRAWAL OF CONSENT	If you no longer wish our office to continue processing your data for specific operations for which You have provided your consent. In this case, our office will inform you what the consequences of revoking consent are, i.e. to which services You will no longer have access. If desired, after the withdrawal of consent, the User may register again, but must consent to the rules and provisions in effect at that time.

In case You wish to exercise any of the rights mentioned above, please contact our DPO at dpo@kasznarleonardos.com. He will be your point of contact with Kasznar Leonardos on any issues involving privacy and personal data protection.

5. Security Measures

Our office makes its best efforts to ensure your privacy and protection of personal data. Therefore, the Site has modern security tools, within the market practice, aiming at the most efficient protection possible to Users' data.

Such protection measures involve, but are not limited to, (i) permanent monitoring of the physical locations where servers and documents are located; (ii) restricting access to Kasznar Leonardos' physical facilities and limiting access to servers only to employees essential to the operation; and (iii) contractual protection with technology and information security partners.

Despite such measures, it is not possible to guarantee that our Site will not be subject to unauthorized access, internal or external. In any case, our office will work to ensure the maximum security of its Users' personal data as far as possible.

6. Terms Of Use Subordination

This Privacy Policy is subordinate to the Terms of Use, and in the event of any divergence between a provision of this Policy and a provision of the Terms of Use, the latter shall prevail. Finally, all general provisions of the Terms of Use apply to this Policy.

7. Contact

If you have any questions about this Privacy Policy, you may contact our DPO at dpo@kasznarleonardos.com.

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