

# Privacy policy

## Introduction

Within the framework of its activity, the company INSIGHT OUTSIDE, whose registered office is located at 26, avenue Jean Kuntzmann 38330 Montbonnot Saint Martin, France, collects and processes information, some of which is qualified as "personal data".

INSIGHT OUTSIDE attaches great importance to the respect of private life, and only uses data in a responsible and confidential manner and for a specific purpose.

## Personal data

On INSIGHT OUTSIDE's websites and platforms, there are 2 types of data that can be collected :

- **Data transmitted directly**  
These data are those that you send us directly, via a form. or by direct contact by email. The following are mandatory in the form the fields "first and last name", "company or organisation" and "email".
- **Data collected automatically**  
During your visits, once your consent has been given, we may collect information on the following web analytics" type information about your browsing, the duration of your visit, the consultation, your IP address, browser type and version. The technology used is the cookie.

## Use of data

The data that you send us directly is used for the purpose of contacting you and/or organising the event in which you are participating.

Your personal data may be passed on to service providers only when this is necessary for the performance of their services.

Web analytics data is collected in anonymous form (by recording anonymous IP addresses) by Google Analytics, and allows us to measure the audience of our website, visits and possible errors in order to constantly improve the user experience. This data is used by INSIGHT OUTSIDE, responsible for data processing, and will never be transferred to a third party or used for purposes other than those detailed above.

## Legal basis

Personal data is only collected with the user's mandatory consent. This consent is validly collected (buttons and check boxes), free, clear and unequivocal.

**Data retention period**

The data will be saved for a maximum of 3 years or for a maximum of 10 years in order to comply with tax requirements for data retention in the event of operations that have resulted in invoicing.

**Cookies**

Here is the list of cookies used and their purpose:

- Google Analytics cookies ([exhaustive list](#)) Web analytics
- 2 cookies required for the "Remember me" feature when accessing secure areas.
- A certain number of "session cookies" necessary for the operation of the interface and automatically deleted by the browser at the end of the session.

**Your rights concerning personal data**

You have the right to consult, request modification or deletion of all your personal data. You can also withdraw your consent to the processing of your data.

**Contact for data protection**

Eric LOISY

Chief Executive Officer

Phone : 04 38 38 18 22

Email : [eric.loisy@insight-outside.com](mailto:eric.loisy@insight-outside.com)

*Disclaimer: the English version is a translation of the original in French, for information only.  
In case of discrepancy, the French original will prevail.*