



MISIA PRIVACY POLICY

When we need to obtain information from you, we will always ask you to expressly provide it to us voluntarily. The data collected through the data collection forms on the website or other ways will be incorporated into the treatment systems of **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.**

This entity will treat the data confidentially and exclusively for the purpose of offering the requested services, with all the legal and security guarantees imposed by Regulation (EU) 2016/679 of the European Parliament and the Council, of April 27, 2016, regarding the protection of natural persons with regard to the processing of personal data and the free circulation of these data and Law 34/2002, of July 11, on Services of the Information Society and Electronic Commerce.

Who is the controller of your data?

- o Entity in charge is INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.
- o CIF: B01717099
- o Address: CARRETERA VIEJA DE BUNIOLA - KM 6.2, - MARRATXI (MALLORCA) (07141)
- o E-mail: info@misia.world
- o Commercial Register: Palma de Mallorca Commercial Registry in volume 2864, invoice 38, registration 1 with page PM-89290.

DATA PROTECTION DELEGATED CONTACT

info@misia.world

For what purpose do we process your personal data?

At INTERNATIONAL INSTRUCTORS ORGANIZATION S.L. We treat the information that the interested parties provide us in a loyal, lawful and transparent manner in compliance with the EU regulation 2016/679 of April 27 of the European Parliament and of the Council and Law 3/2018 of December 5 of Data Protection and guarantee of digital rights.

If you are a CLIENT or USER:

If you are a client or user, we will treat the following categories of personal data:

- Identifying data (name, surname, DNI ...)
- Contact information (email, WhatsApp ...)



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- Bank details (account number, bank card ...)
 - Other data (provided by the interested party in open forms or communications)

We process your data in order to:

Manage the services, information and / or products requested.

Send communications of interest (if the interested party had given appropriate authorization)

Comply with the legal obligations applicable to the responsible person.

If you are a SUPPLIER of our company:

If you are a provider, we will process the following categories of personal data:

- Identifying data (name, surname, DNI ...)
- Contact information (email, WhatsApp ...)
- Bank details (account number, bank card ...)
- Other data (provided by the interested party in open forms or communications)
- We process your data in order to:
 - Administrative, accounting and tax management.
 - Commercial relationship monitoring and control.
 - Comply with the companies legal obligations.

Am I required to provide personal data?

INTERNATIONAL INSTRUCTORS ORGANIZATION S.L. will only request the data strictly necessary for the realization of the purpose for which they are collected, so that if they are not provided, the requested service will not be able to be provided.

How long will we keep your data?

The personal data provided and obtained during the relationship between the interested party and **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** will be kept for a maximum period of 5 years from the last confirmation of interest or if a legal provision requires us, in which case they will be kept duly blocked and eliminated when not necessary.



What is the processing of your data legitimacy?

In compliance with article 6.1 of EU Regulation 2016/679 of April 27, we inform you that the legitimacy for the processing of your data is as follows:

- a) the interested party gave their consent for the processing of their personal data for one or more specific purposes and / or
- c) c) the treatment is necessary for the fulfillment of a legal obligation applicable to the person in charge of the treatment and / or
- f) f) the treatment is necessary for the satisfaction of legitimate interests pursued by the data controller or by a third party, provided that the interests or fundamental rights and freedoms of the interested party that require the protection of personal data do not prevail over said interests, in particular when the interested party is a child.

To which receiver will your data be communicated?

The data processed by **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** may be communicated to third parties when required by a legal provision.

Likewise, **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** has service providers for which it is necessary to carry out data communication in different business areas (administration, accounting, taxation, marketing, labor ...). The relationship with these companies is regulated according to article 28 of EU Regulation 2016/679 of April 27 of the European Parliament and of the Council (RGPD). The data accessed from said companies will only be used for the necessary business purpose and will not be kept for any subsequent purpose.

What are your rights when you give us your data?

Any interested party has the right to obtain confirmation on whether **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** are treating the personal data that concerns you or not.

Interested persons have the right to access their personal data, as well as request the rectification of inaccurate data or, where appropriate, request its deletion when, among other reasons, the data is no longer necessary for the purposes for which it was collected.

In certain circumstances, the interested parties may request the limitation of their data processing, in which case we will only keep them for the exercise or defense of claims. Users may also object to the processing of their data. **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** will stop processing the data, except for compelling legitimate reasons, or in the exercise or defense of claims.



The user can send a letter to **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** to the address of the person in charge, or by an email indicated in the heading of this Policy, attaching a photocopy of their identity document, at any time and free of charge, in order to:

- Revoke the consents granted.
- Obtain confirmation about whether personal data concerning the User is being processed or not.
- Access your personal data.
- Rectify inaccurate or incomplete data.
- Request the deletion of your data when, among other reasons, the data is no longer necessary for the purposes for which it was collected.
- Obtain the limitation of data processing when any of the conditions provided in the data protection regulations are met.
- Request the portability of your data.
- Contact the DPO of **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.**
- File a claim in the control authority (www.aepd.es) in case the rights that are recognized by the applicable data protection regulations are considered violated.

INTERNATIONAL INSTRUCTORS ORGANIZATION S.L. adopts the corresponding security levels required by the aforementioned Personal Data Protection regulations and other applicable regulations. These security levels are required for those entities that access our information by virtue of a contractual relationship and / or service provision, in application of article 28 of EU Regulation 2016/679 (RGPD).

However, it does not assume any responsibility for damages derived from alterations that third parties may cause in the user's computer systems, electronic documents, or files.

Cookies may be used during the provision of website services (See Appendix A). Cookies are programming lines of code used to store personal information housed in the user's own terminal. The user has the possibility of configuring his browser program in such a way that the creation of cookie files is prevented or warned of it.

If you choose to leave our website through links to websites not belonging to our entity, **INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.** will not be responsible for the privacy policies of said websites or the cookies that they may store on the user's computer.

Our policy regarding email is focused on sending only communications that you have requested to receive. If you prefer not to receive these messages by email, we will offer you the possibility of exercising your right to Unsubscribe, in accordance with the provisions of Title III, article 22 of Law 34 / 2002 on Services for the Information Society and Electronic Commerce.



APPENDIX A – WEB BROWSING COOKIE POLICY

This cookie statement was last updated on April 14, 2021, and applies to citizens of the European Economic Area.

1. Introduction

Our website, <https://misia.world> (hereinafter: "the website") uses cookies and other related technologies (for convenience, all technologies are called "cookies"). Cookies are also placed by third parties that we have hired. In the following document we inform you about the use of cookies on our website.

2. What are cookies?

A cookie is a small simple file that is sent together with the pages of this website and your browser stores it on the hard drive of your computer or other device. The stored information may be returned to our servers or to the relevant third parties servers during a subsequent visit.

3. What are scripts?

A script is a piece of program code that is used to make our website work properly and interactively. This code runs on our server or on your device.

4. What is a web beacon?

A web beacon (or pixel tag) is a small, invisible piece of text or image on a website that is used to monitor traffic on a website. For this, various data about you are stored by web beacons.

5. Consent

When you visit our website for the first time, we will show you a pop-up window with an explanation of cookies. As soon as you click "Save Preferences", you authorize us to use the categories of cookies and plug-ins that you selected in the pop-up window, as described in this cookie statement. You can disable the use of cookies through your browser but be aware that our website may not work properly.

5.1 Consent settings management

The user has the right to show their agreement by providing the consent that we will request when visiting our website. This consent may be modified at any time.



6. Cookies

6.1 Technical or functional cookies

Some cookies ensure that certain parts of the website work properly and your user preferences remain known. By placing functional cookies, we make it easier for you to visit our website. In this way, you do not need to repeatedly enter the same information when you visit our website and, for example, the items remain in your shopping cart until you have paid. We can place these cookies without your consent.

6.2 Analytical cookies

They are those that well treated by us or by third parties, allow us to quantify the number of users and thus carry out the measurement and statistical analysis of the use that users make of the service offered. For this, your browsing on our website is analyzed to improve the products offer or services that we offer you.

6.3 Advertising cookies

They are those that, well treated by us or by third parties, allow us to manage in the most efficient way possible the advertising spaces offer that are on the website, adapting the content of the advertisement to the content of the requested service or to the use made of our website. For this we can analyze your browsing habits on the Internet, and we can show you advertising related to your browsing profile.

6.4 Social media buttons

On our website we have included buttons to advertise pages (eg "like," pin ") or share them (eg" tweet ") on social networks such as. These buttons work using code of their own. This code embeds cookies. These social media buttons can store and process certain information, so a personalized ad can be shown to you. Please read the privacy policy of these social networks (which may change frequently) to know what they do with your (personal) data that they process using these cookies. The data they receive is anonymized as much as possible is in the United States



7. Used Cookies

Here are the cookies used on this site.

COOKIE	OWNER	EXPIRATION	CATEGORY	PURPOSE
misiaworld_session	users.misia.world	session	essential	user session control
XSRF-TOKEN	users.misia.world	session	essential	Security module

8. Your rights regarding personal data

You have the following rights respect to your personal data:

- You have the right to know why your personal data is needed, what will happen to it and how long it will be kept.
- Right of access: You have the right to access your personal data that we know.
- Right of rectification: you have the right to complete, rectify, erase or block your personal data whenever you want.
- If you give us your consent to process your data, you have the right to revoke that consent and to have your personal data deleted.
- Right to transfer your data: you have the right to request all your personal data from the data controller and to transfer them entirely to another data controller.
- Right of opposition: you can oppose the processing of your data. We comply with this, unless there are good reasons for the processing.

To exercise these rights, please contact us. Please refer to the contact details at the bottom of this cookie statement. If you have a complaint about how we handle your data, we would like to hear from you, but you also have the right to lodge a complaint to the supervisory authority (the Data Protection Authority).



9. Enabling / disabling and deleting cookies

You can use your Internet browser to delete cookies automatically or manually. You can also specify that certain cookies cannot be set. Another option is to change the settings of your Internet browser so that you receive a message each time a cookie is placed. For more information on these options, see the instructions in the Help section of your browser.

Please note that our website may not function properly if all cookies are disabled. If you delete the cookies from your browser, they will be placed again after your consent when you visit our websites again.

10. Contact details

For questions and / or comments about our cookie policy and this statement, please contact us using the following contact details:

Denomination: INTERNATIONAL INSTRUCTORS ORGANIZATION S.L.

Address: CARRETERA VIEJA DE BUNIOLA - KM 6.2, 07141, MARRATXI (MALLORCA), ILLES BALEARS

Website: MISIA.WORLD

Email: info@misia.world

Phone Number: 629465011