

Privacy policy

This privacy policy aims to inform you about how we at Assessio Sverige AB, as data controller, process your personal data and what rights you have under the General Data Protection Regulation.

In other words, we want to tell you how we protect your personal privacy and thus what we do to ensure that your personal data is processed in an adequate and secure manner.

The General Data Protection Regulation is subject to the abbreviation GDPR from the English General Data Protection Regulation, and we will thus use this abbreviation in communication with you.

Data Controller

The person or business that processes your personal data and has an obligation to comply with GDPR.

We at Assessio Sverige AB are thus responsible for the processing of your personal data.

Treatments

As a data controller, we want to inform you about how your personal data is processed. Below you can see what treatments we do and, among other things:

- Why Assessio Sverige AB needs your personal data.
- What legal basis Assessio Sverige AB has for processing your data.
- How long the personal data will be stored before it is deleted.

Recruitment process

We have a recruitment process to meet the needs of the business. We collect your personal data as a job seeker because you have applied for a position with us. We collect your contact details and CV with legal obligation as our legal basis for non-employment and balancing of interests in spontaneous applications.

Supplier register

We have supplier registers to be able to streamline the work regarding accounting and payment of incoming supplier invoices. We collect your contact information with legal notice as our legal basis.

Contract management

We have contract management to be able to streamline the work regarding storage and administration of agreements. We collect your contact information with legal obligation as our legal basis.

Image bank

We have image bank to be able to market Assessio Sverige AB. We collect your contact information as well as images with agreements as our legal basis for specific customer cases and balance of interests for spontaneous images and videos.

CRM

We have CRM to register our customers' data for business-related contact. We collect your contact information with agreements as our legal basis.

Entry

We have entry to be able to ensure who moves in Assessio Sweden AB's premises. We collect your contact details with a balance of interests as our legal basis.

Customer support

We have customer support to be able to provide support and manage communication externally. We collect your contact details as well as candidate test results with agreements as our legal basis for support to our customers and balance of interests for other external support.

Personal data is deleted after one year of the received case.

Newsletter

We have newsletters to be able to market and inform. We collect your contact information with consent as our legal basis.

Training notification

We have a training report to be able to provide the right information for the implementation of training. We collect your contact information with agreements as our legal basis.

Education register

We have training registers to be able to prepare our participants for upcoming certification. We collect your contact information with agreements as our legal basis.

Home page

We have a website to have business information available to stakeholders. We collect your contact information as well as image with agreement as our legal basis.

Service development

We have service development to be able to develop a more accurate product. We collect your demographic information with consent as our legal basis.

Customer success

We have customer success to increase customer value. We collect your contact information as well as the use of a service with a balance of interests as our legal basis.

Marketing

We have marketing to promote our products and services. We collect your contact details with a balance of interests as our legal basis.

Event registration

We have event registration to be able to prepare for upcoming events. We collect your contact information with agreements as our legal basis.

New customer processing

We have new customer processing to be able to offer our products and services to new customers. We collect your contact details as well as IP address with a balance of interests as our legal basis.

Social media

We have social media to be able to offer our products and services to new customers. We collect your contact information as well as the image with consent as our legal basis.

Training implementation

We have digital training implementation to be able to perform training for our customers remotely. We collect your contact information as well as image with agreement as our legal basis.

Skills

We have digital skills to be a mainstay of our customers, prospects and leads through free competence development in our HR hubs in webinar form. We collect your contact information as well as images with a balance of interests as our legal basis for those who listen to the HR hub and consent for guests participating in the HR hub.

New customer lead

The purpose of the processing is to schedule meetings with new customer leads to show our demo of Leadership Feedback and thus create new customer relationships. We collect your contact details with a balance of interests as our legal basis.

Response service

The purpose of the processing is to receive cases and contact details for those who contact us when customer support is not available. We collect your contact details with a balance of interests as our legal basis.

Booking system

The purpose of the processing is to be able to schedule meetings with our final candidates. We collect your contact details with contracts as our legal basis. Personal data is deleted after each project end.

Administrator log-in

The purpose of the processing is invoicing, keeping statistics, service delivery and security. We collect your contact details with agreement and balancing of interests as our legal bases. Personal data is deleted two years after termination of the agreement. The certification is saved indefinitely with balancing of interests as the legal basis.

Certification

The purpose of the processing is to ensure quality through certification after the execution of our applications. We collect your contact details with balancing of interests as our legal basis. Personal data is deleted when the contract is terminated, if the customer so wishes. Otherwise, personal data is saved in the form of certifications until further notice with balancing of interests as the legal basis.

MBTI – Education

The purpose of the processing is to ensure knowledge for certification in our customers through training. We collect your personal data with balancing of interests as our legal basis. Personal data is deleted when the account in the portal is closed.

Chatbot

The purpose of the processing is to make it easier for our customers to get in touch with the company's various departments, as well as to receive information about new leads and prospects. We collect your personal data with balancing of interest as our legal basis. The personal data is deleted after 12 months.

Demo – Process

The purpose of the processing is to invite leads and prospects into our platform in order to be able to test and get an overall picture of the use, for sales purposes. We collect your contact details with balancing of interests as our legal basis. Personal data is deleted 6 months after the demo account is created.

Recipients - Who can access your personal data

Only employees at Assessio Sverige AB who need your data will have access to your personal data.

Our data processors who process your personal data according to our instructions.

We may disclose your personal data to law enforcement authorities in case of suspicion of a crime.

Furthermore, some data is published on our website, this data is available to anyone who visits our website or other digital communication platforms.

Transfer of personal data outside the EU/EEA

We transfer your personal data to the United States (SCC) with agreements, legal obligation, balancing of interests as support and the UK with agreements as support.

By publishing personal data on our website and other communication platforms, these are available worldwide, and thus a transfer can take place to outside the EU/EEA.

Retention period

Recruitment process

Personal data is deleted two years after a advertised service has been filled in accordance with the Discrimination Act.

Supplier register

Personal data is deleted seven years after the calendar year in which the financial year ended in accordance with the Accounting Act.

Picture bank:

Customer case images are deleted after five years, spontaneous environmental images and videos are deleted after one year.

Contract management

Terminated contracts are deleted seven years after the calendar year in which the financial year ended in accordance with the Accounting Act.

CRM system:

Personal data is deleted two years after the contract is terminated.

Customer support:

The honors received will be deleted after 24 months.

Newsletter:

Contact lists with newsletter recipients are deleted 180 days after mailing.

Training notification:

Personal data is deleted two years after the education notification has been received.

Training register:

The account in the Education Register is deleted six months after the account is created.

Home page:

Content on the website is deleted immediately when deletion takes place back office.

Customer success:

Personal data is deleted two years after inactivity.

Marketing:

Personal data is deleted 180 days after being received via the website.

Event registration:

Personal data is deleted 180 days after being received via the website.

New customer processing:

Personal data will be deleted within one month for leads and prospects who choose to decline Assessio's offer.

Social media:

When images are posted on LinkedIn, visitors to this website can save published personal data. Such further treatment is beyond Assessio's control.

Training implementation:

The team training team will be deleted within three months of completed training.

Skills:

Personal data in edit mode is deleted within 1 month when the material is published on Youtube. When personal data is posted to YouTube, visitors to that website can save the personal data. Such further treatment is beyond Assessio's control.

New customer leads:

Personal data is deleted 3 months after it has been received.

Response service:

Waiting for answers on when they delete our cases. They currently delete customers' data after six months in the event of a terminated contract.

Rights

If we at Assessio Sverige AB process your personal data, you are a data subject and have the following rights:

Right of access

You can request to be notified whether we process personal data relating to you and, if so, receive a copy of these - a so-called register extract - along with certain details.

Right to rectification

If you believe that the personal data relating to you is incorrect or incomplete, you can request to have the data corrected or supplemented.

Right to object

When we process personal data with a general/legitimate interest as a legal basis, you have the right to object to the processing at any time. If we cannot demonstrate that there are compelling, legitimate reasons to continue processing the data, we must cease processing.

Right to restriction of treatment

In some cases, for example, if you have objected to the processing, you have the opportunity to demand restrictions on the processing of your personal data. By requesting a restriction, you have, at least for a certain period of time, the opportunity to stop us from using the data. You can also prevent us from deleting the data, for example if you need the data to claim damages.

Right to erasure

In some cases, you may have your personal data deleted, it depends on the purpose of the processing. Keep in mind that this right is not absolute.

Right to data portability

If we process personal data about you in order to fulfil a contract, you have in some cases the opportunity to obtain personal data relating to you to use it elsewhere, such as transferring the data to another data controller.

Data Protection Officer and Supervisory Authority

Contact us at support@assessio.se to exercise your rights. If you have questions and comments regarding our handling of personal data, you can contact the Data Protection Officer on dataskydd@assessio.se.

If you are not satisfied with Assessio Sweden AB's handling of your personal data, you can also contact the Swedish Privacy Protection Authority, which is the supervisory authority of GDPR.