

## **PRIVACY POLICY**

**INSTITUTO CULTURAL FILARMÔNICA**, non-profit organization, duly registered at CNPJ under the No. 07.837.375/0001-50, established at Sala Minas Gerais, R. Tenente Brito Melo, nº 1.090, Bloco 02, Zip Code: 30.180-070, Bairro Barro Preto, Belo Horizonte/MG, is responsible for hiring Service Providers, aiming structuring, and maintaining the Orquestra Filarmônica de Minas Gerais and promote the dissemination of classical music.

By means of this document, INSTITUTO CULTURAL FILARMÔNICA presents its Privacy Policy for contracting service providers and explains how the Contracted's personal data will be treated.

**1.** INSTITUTO CULTURAL FILARMÔNICA, as Controller, may collect, process and store personal data provided by the Contracted, such as name, profession/position, nationality, place of birth and bank details.

**1.1** INSTITUTO CULTURAL FILARMÔNICA will only collect the necessary personal data of the Contracted and to fulfill the purposes described in item 2.

**1.2** In the case of the Contracted is a child or teenager, INSTITUTO CULTURAL FILARMÔNICA must collect personal data from a parent or legal guardian.

**2.** INSTITUTO CULTURAL FILARMÔNICA may process, store or use the personal data indicated in item 1 for the purposes of executing a contract or preliminary procedures related to a contract where the Data Subject is a part, mainly related to contracted services, in addition to rendering of accounts before control bodies, carry out statistical evaluations, comply with legal, judicial, administrative order or exercise rights in court, respond to questions and requests of the data subject, evaluate any problems and investigate conduct that violates this document, in addition to guarding for use in possible future hiring, always respecting the Contracted's freedom and privacy.

**3.** To fulfill the purposes indicated in item 2, INSTITUTO CULTURAL FILARMÔNICA may share the personal data collected under the terms of item 1 with its employees, partners and service providers, including, where appropriate, to propagate events.

4. The Contracted's personal data collected by INSTITUTO CULTURAL FILARMÔNICA will be stored on a secure server, until the end of the personal data processing or the request for its exclusion by the Contracted.

4.1 INSTITUTO CULTURAL FILARMÔNICA will adopt security, technical and administrative measures capable of protecting personal data from unauthorized access and from accidental or unlawful situations of destruction, loss, alteration, communication or any form of inappropriate or unlawful treatment, even after the end of data processing, according to the minimum standards required by applicable law.

5. The Contracted may exercise the following rights, regarding the processing of its personal data, according to Brazilian Federal Law 13.709/18:

a) facilitated and free consultation on the form and length of the data processing, as well as on the completeness of their personal data;

b) obtain at any time, upon request:

I - confirmation of the existence of the personal data processing;

II - access to personal data;

III - correction of incomplete, inaccurate or outdated personal data;

IV - anonymization, blocking or removal of unnecessary, excessive or processed personal data in breach of the provisions of Brazilian Federal Law 13.709/18;

V - portability of personal data to another service or product provider, upon express request, in accordance with the regulations of the national authority, observing commercial and industrial secrets;

VI - removal of personal data processed with the Contracted's consent, except in the cases guaranteed by article 16 of Brazilian Federal Law 13.709/18;

VII – information about public and private entities with which INSTITUTO CULTURAL FILARMÔNICA has shared personal data;

VIII - information about the possibility of not providing consent and the consequences of denial;

IX - revocation of consent, upon express manifestation of the Contracted.

c) request a complete electronic copy of their personal data, observing commercial and industrial secrets, in a structure that allows for its subsequent use, including in other processing operations;

d) request the review of any decisions made by INSTITUTO CULTURAL FILARMÔNICA solely on the basis of computerized processing of personal data that affect their interests,

including decisions designed to define their personal, professional, consumer and credit profile or aspects of their personality;

e) petition before INSTITUTO CULTURAL FILARMÔNICA regarding their personal data.

**6. INSTITUTO CULTURAL FILARMÔNICA makes available the following channels of direct communication with the data protection officer - DPO, for the Contracted's contact in cases in which they need clarification, complaints, communications or to exercise the rights indicated in item 5: [lgpd@filarmonica.art.br](mailto:lgpd@filarmonica.art.br)**

7. The Contracted undertakes to provide true information about their personal data, in addition to respecting and complying with this document, under penalty of making the continuity of the service unfeasible, in addition to the fulfillment of obligations by INSTITUTO CULTURAL FILARMÔNICA, such as making payments.

8. The Contracted is aware that the server whose personal data will be stored is not immune to possible invasions by malicious third parties or failures, and may present occasional instability, characteristic of technology services.

8.1 In case of failures/instability, INSTITUTO CULTURAL FILARMÔNICA undertakes to promote the necessary efforts to re-establish full functioning of the server in a reasonable time.

8.2 The Contracted is aware that cyber incidents and system intrusions by third parties in bad faith are outside events at the will and responsibility of INSTITUTO CULTURAL FILARMÔNICA. In such cases, INSTITUTO CULTURAL FILARMÔNICA reserves the right to take all appropriate measures to hold the violators liable, in the civil and criminal spheres.

9. This document enters into force on 10/11/2022, becoming effective for the Contracted on the date of acceptance of this document.

9.1 Upon acceptance, the Contracted ratifies the application of this document, including for personal data that have been collected before the Brazilian General Data Protection Law came into effect (Federal Law 13.709/18).

10. INSTITUTO CULTURAL FILARMÔNICA may amend this document at any time, informing the Contracted with 05 (five) days in advance.

**11.** The jurisdiction of the district of Belo Horizonte / MG is elected, excluding any other, to resolve any doubts regarding this document, which will be governed by Brazilian law.