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**PERSONAL DATA ACCESS FORM**

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, on the protection of natural persons regarding the processing of personal data and on the free movement of such data (GDPR), gives the right to individuals (known as data subjects) to obtain from the Data Controller confirmation and communication of personal data concerning them which are being processed. You can contact Transgene (the data controller) in order to obtain access, rectification, erasure or the portability of your personal data. You have also the right, under certain limitations, to restrict the processing of your personal data.

In order to access your personal data or exercise your rights, we invite you to fill in the following form and submit it signed with all the supporting documents to Transgene by e-email or by post to:

**privacy@transgene.fr**

**TRANSGENE**

**To Data Protection office, Transgene, Parc d'innovation, 400 Boulevard Gonthier d'Andernach, 67400 Illkirch-Graffenstaden (France)**

YOUR CONTACT DETAILS :

Last Name :

First name :

Date of the request :

Email :

Please specify your relationship to Transgene (ex: Candidate, employee, ex-employee, contractor, health Professional, website user, investor, other…):

\* In case of doubt about the identity of the applicant, Transgene reserves the right to ask for additional supporting documents in order to verify the exact identity of the applicant.

YOUR REQUEST :

**Status of the request:**

Please tick the box if you have a pending application in progress: [ ]

If yes, please indicate the date of the initial request:

**I wish to :**

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 **Access my personal data** [ ]



**Rectify my personal data (inaccurate or incomplete)**



**Erase my personal data (please indicate the legitimate basis in the comment box)**  [ ]



**Restrict the processing of my personal data** [ ]



**Object to the processing of my personal data** [ ]



**Ask for the portability of my personal data** (for the purposes of archiving or transfer to another service) [ ]

Please use the following feature in order to indicate on which data you would like to exercise your rights and, in the case of an erasure request, the legitimate basis:

GENERAL INFORMATION :

* Upon receipt of your request, Transgene will provide you with information on action taken without undue delay. In case Transgene does not take action on the request, we will provide you with the reasons for not taking action and the possibility of lodging a complaint with a supervisory authority.
* Transgene is not required to respond to abusive, manifestly unfounded, or excessive requests.
* The personal data collected in this form are processed by Transgene acting as Data Controller on the legal basis of Transgene legal and regulatory obligations. This data are processed in order to answer to your request regarding your rights.
* The personal data collected are recorded and transmitted to the Data Protection Officer and, if need be, to the Transgene departments concerned by your request.

\*By submitting this form, you give your consent for the collection and the processing of your data and you certify the accuracy of the information in this form. The retention period for the data collected in this form is 5 years after the end of the current year.