

Who we are

LC LEGAL PROOF is a trading name used by Mihaela Cracea Law Office, fiscal code RO 21267826, headquartered in Buftea, 6 Mihai Eminescu street, bl. R5, sc. B, ap. 15, Ilfov county and with the operational offices in Bucharest, 10 Montreal Square, World Trade Center Building, Entrance D, 3rd floor, office 3.11 ter, district 1, as well as by each of its partners and collaborators (herein after collectively referred to the “Law Firm” or “we”).

Our Law Firm fully complies with the legal provisions in force in the data privacy field both at EU level (Regulation (EU) 2016/679 – GDPR, Directive 2002/58/EC), as well as at national (e.g. Law No. 190/2018 with respect to the implementation of GDPR) and has implemented appropriate organizational and technical measures to ensure the security and confidentiality of the personal data you disclose to us.

We are committed to protect your privacy and to permanently act in a transparent manner in what concerns the processing of your personal data, either as a consequence of using the website www.lclegalproof.com (the “Website”) and the contact details made available to you through it or as a consequence of providing to you our legal services.

Should you have any questions relating to this privacy policy, including any requests to exercise your legal rights in relation to your personal data, please contact us at office@lclegalproof.com.

What personal data we are processing, for what purpose, time and on which legal basis

„Personal data” is defined as any information relating to an identified or identifiable natural person („data subject”); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person

We may process the personal data which belong to you, to your employees, legal representatives, collaborators or business partners (data subjects) that you, directly, or a third party will provide to us for different purposes, as provided herein below.

The personal data might be included in electronic communications, documents provided to us for analysis or documents that we shall draft or review, our contracts for legal services, as the case may be, and may be disclosed to our employees or our collaborators, courts of law, public authorities or to any other natural or legal person, as required, depending on the purpose of processing.

If you are going to disclose to us the personal data which do not belong to you, you will be solely responsible for personal data correctness and for having the prior consent of the data subjects or other legal ground for disclosing their personal data to us. If reasonably necessary, you will also be required to inform such data subjects about the existence and content of this privacy policy.

You are committed to communicating to us any changes to this data, the lack of information regarding the new data shall exonerate us from using any data that is no longer up to date.

In every case, depending on the purpose of the processing, we shall not process more personal data than necessary to reach that specific purpose.

Likewise, the personal data will not be used for other purposes and will not be processed for a longer period than is necessary, depending on the purpose of processing.

Detailed information about the processing of personal data related to visiting our website you may find in our cookies policy, part of this privacy policy.

Purpose	Personal data	Time limit	Legal basis
if you are going to contact us by using one of the contact details, we shall process your personal data, by electronic means mainly, for the purpose of taking over your message, analyse it and reply to you	contact details (e.g. phone number, email address, fax number, social media profile and picture on online communications platforms)	until we shall reach the purpose of our communications, until you will exercise your right to oppose to processing or the right to data erasure	your consent (art. 6 par. 1 lit. a) GDPR
as a consequence of using our Website, we may process the personal data to ensure the functionality and security of the Website and to prevent fraud	technical or profile data (e.g. your IP address, the browser you are using, the type of device you are using, the date and time, the language preferences and which, although cannot identify you in person, are deemed personal data	for the term of the browsing session or as describe in our cookies policy	our legal interest (art. 6 par. 1 lit. a) GDPR
for concluding the services agreement, for providing our legal services, for carry out the correspondence between us, for observing our fiscal obligations	data from any civil status documents (e.g. identity card), data from any proprietary documents (e.g.: contract of sale), data from all types of contracts (e.g.: employment contracts), data from public sources (e.g. trade registry, land book, fiscal authorities), contact details (e.g. phone number, e-mail address, fax number,	during the course of our contractual relations and / or for the purpose of carrying out communications between us for the period required by the legal provisions (e.g. 3 years -the general statute of limitation, 10 years in the financial-accounting field, 5 years as provided by Law No. 129/2019)	The execution of the contract (art. 6 par. 1 lit. b) GDPR), our legal interest (art. 6 par. 1 lit. f) of GDPR), the observance of legal obligations (art. 6 par. 1 lit. c) of GDPR), e.g. Law no. 51/1995 for the organization and pursuit of the profession of lawyer and the Statute of the lawyer profession, Law No. 129/2019 for preventing and combating money

	social media profile and picture on online communications platforms)		laundering and terrorist financing, as well as for amending and supplementing some normative acts
--	--	--	---

Personal data addresses

Depending on the purpose of processing and the requirements addressed to us, we may disclose some of your personal data to our collaborators, to our services providers (e.g. accountants, IT services provider, public authorities, couriers) which may act as data processors or as data controllers. We shall make sure that all of them are bound by contractual or statutory confidentiality obligations.

Your rights

As data subjects, you will have the following rights:

- (i) the right of access to your personal data, as well as to ask their rectification; the right of access implies your right to obtain a confirmation from us that we process personal data that belongs to you, as well as information regarding: the purpose of the processing, the categories of data processed, the recipients, the storage term, the existence of the right to request the data rectification or erasure, restriction of processing or the right of opposition, to lodge a complaint with a supervisory authority, if there is an automated decision-making process, respectively if decisions are made only as a result of the automatic processing of personal data, if the data is transferred to third countries and what guarantees have been implemented by the Company to ensure the security of the transferred data;
- (ii) to request the deletion of the Personal Data, to oppose the processing, to withdraw the consent, when the processing was based on this consent, with the mention that the withdrawal of the consent will not affect the legality of the processing carried out on the basis of this consent, before its withdrawal.

We mention that when the Personal Data are processed for the execution of the services agreement and for fulfilling the legal obligations we have, in case you will oppose the processing or you will request the restriction of the processing or the deletion of the personal data, this may lead to the impossibility of the Law Firm to fulfill its obligations undertaken by the services agreement. Moreover, in certain situations we may not be able to implement your requests if the processing is required by legal provisions. In any case, we shall respond to any of your request and we shall inform you if and in what conditions we may implement it.

- (iii) to request the restriction of the processing until the rectification of the data is performed or, to the extent that you oppose the processing, until we solve out this request;
- (iv) to submit a complaint to the National Supervisory Authority for the Processing of Personal Data, with its headquarters in B-dul G-ral. Gheorghe Magheru 28-30, sector 1, postal code 010336, Bucuresti, Romania; anspdc@dataprotection.ro; Phone: +40.318.059.211 /+40.318.059.212; Fax: +40,318.059.602; <http://www.dataprotection.ro/?page=contact>.
- (v) if and to the extent that the legal conditions are met, you will also have the right to data portability.

The security measures we have implemented

In consideration of article 32 of GDPR, we have implemented appropriate technical and organizational measures in order to prevent the accidental and/or unauthorized loss, accessing, disclosure or alteration of personal data.

Hence, our personnel and services providers are bound by confidentiality obligations, our employees have access to personal data in consideration of the “need to know” principle, the access to personal data in electronic form is given in consideration of individuals powerful access credential.

Our data privacy procedures are observed by all our employees and collaborators which are very much aware and periodically trained with respect to the security measures and rules to be observed in order to ensure the protection of personal data.

Our devices are secured with appropriate antivirus, antimalware programs which are periodically and automatically updated by the services providers.

How you may contact us

To exercise your rights, you may contact us in writing at office@llegalproof.com or at our address in Bucharest, 10 Montreal Square, World Trade Center Building, Entrance D, 3rd floor, office 3.11 ter, district 1.