

## PRIVACY POLICY

In compliance with the provisions of the current legislation on personal data protection, the Caribbean Testing Board (CTB) is responsible for the processing of personal data ("Personal Data") that you provide us.

In particular, every time you use the website [www.caribbeantestingboard.com](http://www.caribbeantestingboard.com) (the "Website"), provide us with, or it is necessary for us to access any type of information that due to its characteristics allows us to identify you, either to browse the Website, hire or make use of our services, or establish commercial or professional relationships with CTB, you will be under the application of this Privacy Policy, together with the General Conditions hosted on the Website, and other documents referenced in the same in force at any time, and you must review such texts to verify that you are in agreement with them. This Privacy Policy and our General Conditions may be modified. Please read them periodically, as those that are hosted on the Web Site at any given time will be applicable.

### 1. IDENTIFICATION DATA OF THE ASSOCIATION

In compliance with the provisions of Article 10 of Law 34/2002, of July 11, 2002, on Information Society Services and Electronic Commerce (hereinafter, "LSSC"), the following information is made available to the user easily, directly, and free of charge:

- Owner: Caribbean Testing Board (hereinafter, "CTB")
- Registered Office: Casolton, Dover, Christchurch, Barbados
- Registration Data: Registered in Barbados and founded in 2017.
- Email: [caribbeantb@gmail.com](mailto:caribbeantb@gmail.com)

### 2. PERSONAL DATA

Personal Data refers to any information or data that may directly or indirectly identify a natural person who is a user of the Website or CTB's services, or who establishes commercial or professional relations with CTB (hereinafter, the "User"). Personal Data includes information such as name, surname, ID number, e-mail address, postal address, or cell phone number, among others.

### 3. INFORMATION AND CONSENT

By providing his/her Personal Data, the User gives his/her informed, express, free, and unequivocal consent for his/her data to be processed by CTB for the established purposes.

### 4. OBLIGATION TO PROVIDE DATA

The Personal Data requested are, in general, mandatory (unless otherwise specified in the required field) to comply with the established purposes. Therefore, if they are not provided, or are not provided correctly, such purposes cannot be fulfilled.

## 5. USER RESPONSIBILITY

CTB is the owner or, if applicable, has the corresponding licenses on the intellectual and industrial property exploitation rights necessary to operate the Website, and the services available through it, as well as all the contents offered in it, including the Website itself, texts, photographs or illustrations, logos, trademarks, graphics, designs, interfaces, technology, software, links or any other information or content.

The User is responsible for any damage or harm, direct or indirect, that may be caused to CTB because of the inaccuracy of such statement.

## 6. PRINCIPLES RELATING TO THE TREATMENT

In accordance with the principle of proactive responsibility, the Personal Data collected will in all cases be processed in a lawful, fair, and transparent manner, limited exclusively to the purposes set forth below in this policy, or to the purposes expressly authorized by the User at any given time, and in accordance with the principle of accuracy and minimization.

The Personal Data collected will be kept for as long as there is a mutual interest in maintaining the purpose of the processing, or as required by a legal provision for the conservation of data and will be subsequently destroyed.

Also, the Personal Data collected will be treated as absolutely confidential and keeping the mandatory duty of secrecy regarding them, in accordance with the provisions of the applicable regulations, adopting for this purpose the necessary technical and organizational measures to ensure the security of your data and avoid its alteration, loss, treatment or unauthorized access, given the state of technology, the nature of the data stored and the risks to which they are exposed, in any case the User may file a complaint with the supervisory authority, in case of disagreement.

## 7. LAWFULNESS OF THE TREATMENT

The processing of the Personal data provided by the User has as its basis or legal basis:

- The unambiguous consent given by the data subject for one or more specific purposes.
- The processing is necessary for the performance of a contract with CTB to which the data subject is a party.
- The processing is necessary for compliance with a legal obligation applicable to CTB, as data controller.

## 8. PURPOSES OF THE PROCESSING

The User expressly consents to the processing of his/her Personal Data for the following purposes:

- To provide you with information and/or services requested, as well as to answer other queries.
- Send you information related to CTB, its events and activities that may be of interest to you.

- Include your data in the CTB Register of Candidates who have taken the ISTQB exams, as well as in the CTB Register of Successful Candidates who have obtained the certificates of successful completion of the exams in the corresponding modality ("Successful Candidates").
- Manage any other type of commercial or professional relationship previously established with CTB.
- To comply with the legally established obligations.

## 9. TRANSFER OF DATA

Your Personal Data will be processed solely by CTB, as well as by the International Software Testing Qualification Board ("ISTQB") for inclusion in the ISTQB Successful Candidate Register ("ISTQB SCR"), ("ISTQB Register").

The ISTQB Registry will be public and available online, through the ISTQB website at [www.istqb.org](http://www.istqb.org).

The ISTQB Registry will include the following information:

- Your full name (Last Name and First Name).
- Certification level (Basic, Advanced, Expert, Agile, etc.) - Partial certificate number
- Partial certificate number
- Certification date
- Certification expiration date (if applicable)
- Name of the body that issued the certificate
- Country of issue

The communication of the data to ISTQB will be done for the purpose of preventing non-certified persons from presenting themselves as certified and to allow third parties to quickly check online, through the ISTQB website, the validity of credentials of Approved Candidates, as well as for the promotion of the ISTQB Registry worldwide. The data transferred to ISTQB will be strictly limited to the purposes of the ISTQB Registry. ISTQB will not use the data for any other purpose, such as marketing.

Unless legally authorized, CTB expressly informs and guarantees that, under no circumstances, it will transfer the Personal Data received without obtaining prior, express, informed, and unequivocal consent from the users to third parties or entities that do not fall under the previous paragraph.

Likewise, CTB expressly informs and guarantees that it will not carry out international data transfers to third countries outside the European Union or to countries that do not guarantee an adequate level of protection in accordance with current regulations.

## 10. INFORMATIVE COMMUNICATIONS

One of the purposes for which we process the Personal Data provided by the User is to send electronic communications or newsletters periodically, with information related to CTB's services or to legal matters and related events, which may be of interest to the User.

In case the User wishes to stop receiving such communications from CTB, he/she may request the cancellation of the service by sending an e-mail to [caribbeantb@gmail.com](mailto:caribbeantb@gmail.com).

## 11. EXERCISE OF RIGHTS

The exercise of the rights of information, access, rectification, suppression, limitation or opposition to its treatment, and portability of the data may be carried out by the User by means of a written document accompanied by a copy of a document proving his/her identity and specifying the right or rights he/she wishes to exercise, addressed to the address indicated at the beginning of this clause, or through the e-mail [caribbeantb@gmail.com](mailto:caribbeantb@gmail.com).

Likewise, the User has the right to withdraw his/her consent at any time and, in the event that he/she considers that the processing of his/her data does not comply with the regulations in force, to file a claim before the Spanish Data Protection Agency.

## 12. SECURITY MEASURES

CTB will treat the Personal Data at all times in an absolutely confidential manner and will keep the mandatory duty of secrecy with respect to them, in accordance with the provisions of the applicable regulations, adopting the necessary technical and organizational measures to ensure the security of your data and avoid its alteration, loss, processing or unauthorized access, taking into account the state of technology, the nature, scope, context and purposes of the processing of the stored data, and the risks to which they are exposed, and in any case the user may file a complaint with the supervisory authority, in case of disagreement.

## 13. ACCEPTANCE OF PRIVACY POLICY

You declare, under your responsibility, to have read and understood this data protection policy in its entirety, which is deemed to be known and accepted, expressly and fully, from the moment you check the corresponding box and send your data. Therefore, if the user does not agree with the contents of the policy, he/she should refrain from sending such data.