

Privacy Policy for Nord Tolk AS

Data controller

The CEO is on behalf of Nord Tolk AS responsible for processing the company's personal data.

Personal data stored

Nord Tolk processes the following personal information about our customers; Name, address, phone number, email address (s), and order history.

Nord Tolk processes the following personal information about translators and freelance interpreters; Name, address, telephone number, e-mail address, CV, social security number, gender, account number, alternatively year of arrival in Norway, country of origin, language skills, alternatively level in National Interpretation Register and / or state authorization, as well as assignment history.

Purpose of processing

The purpose of processing personal data about customers and translators / freelance interpreters is necessary to fulfill our obligations as a provider of interpretation and translation services to our customers.

Basis for processing

Information on name, address, telephone, e-mail address is used to fulfill the purchase agreement. The basis for this treatment is Article 6 (b) of the Privacy Regulation.

The processing of personal data required to issue invoices and pay wages is necessary to comply with the Accounting Act. The basis for this treatment is Article 6 (c) of the Privacy Regulation.

Collection of personal data

We use cookies on our website to give you, the visitor, the best customer experience and service. The Electronic Communications Act requires that we inform our visitors about the use of cookies.

Read more about the use of cookies here: <https://www.learn-about-cookies.com/>

Disclosure of information to third parties

We will not share, sell, transfer or otherwise disclose personal information to others unless we are legally required to do so.

Deletion of personal data

Data provided by customers is stored in our information systems for a minimum of 5 years following settlement of the final invoice prior to termination of the customer relationship for compliance with the provisions of the Bookkeeping Act. Names of contact persons and their respective telephone numbers and e-mail addresses may, on request, be erased from Nord Tolk's register of customers at any time following termination of the customer relationship.

Necessary data about our interpreters and translators will be stored for a minimum of 5 years following the final wage payment prior to termination of the collaborative contract for compliance with the provisions of the Bookkeeping Act. Other personal data may, on request, be erased from Nord Tolk's register of contractors at any time following termination of the collaborative contract with the freelancer.

Data about interpreters and translators registered in public registers, including the Norwegian National Register of Interpreters (www.tolkeportalen.no) and the Association of Government-Authorized Translators in Norway (www.translatorportalen.com), is considered publicly available personal data.

Rights of the data subject

We process your personal data in accordance with the Personal Data Act and applicable regulations. Please note that all data subjects have the right to require access to and relocation of their own personal data, as well as require correction or deletion of information.

Data subjects have the right to file a complaint to the Norwegian Data Protection Authority for any processing that is in violation of the Personal Data Act.

Data security

We safeguard your personal information through both physical and virtual access control, as well as encryption of sensitive parts of information provided.

Contact

Inquiries about registered information, correction and deletion can be sent in writing to the following addresses:

Nord Tolk AS
Festningsgata 4C
4608 Kristiansand
E-post: post@nordtolk.no