

1. Privacy Policy

Last updated: 19 November 2025

This Privacy Policy explains how I collect, use, and protect your personal data when you visit my website at <https://bridgeitconsulting.onepage.me/eduardo-francisco-raimundo-lopes> (the “Website”) and when you access or download any document or file made available through the Website (the “Materials”).

By using the Website or downloading the Materials, you agree to the terms of this Privacy Policy.

1. Who is responsible for your data?

Data Controller

Eduardo Francisco Raimundo Lopes
 (“I”, “me”, “my”)

Contact email: eduardolopes2017@gmail.com

If you have any questions about this Privacy Policy or about how your personal data is processed, please contact me at the email above.

2. What personal data do I collect?

Depending on how you interact with the Website and the Materials, I may collect the following information:

1. Information you provide directly

- Name and contact details (such as email address), for example when:
 - You request the Materials or download a document.
 - You contact me via email or contact form.
 - You request a proposal, quote, or consulting service.
- Professional information (such as job title, organisation, country) if you include it in a contact or request form, or in your message.

2. Usage data (automatically collected)

- Technical information such as IP address, browser type and version, device type, time zone, and operating system.
- Information about how you use the Website (pages viewed, time spent, clicks), which may be collected using cookies or similar technologies.

3. Data collected by third-party services

- The Website is hosted on a third-party platform (such as onepage.me) and may use integrated services (for example, analytics or embedded forms). These third parties may collect additional data in accordance with their own privacy policies.

3. For what purposes and on what legal bases do I use your data?

I process your personal data for the following purposes and based on the following legal grounds (especially under the GDPR, where applicable):

1. To provide you with the Materials and respond to your requests

- To send you the requested document(s).
- To answer your messages, questions, or enquiries regarding services.
Legal basis: Performance of a contract or steps taken at your request prior to entering into a contract; legitimate interests.

2. To manage and improve the Website and Materials

- To monitor usage, ensure security, and improve content and user experience.
Legal basis: Legitimate interests (to operate and improve my services).

3. To communicate with you about services and updates (if applicable)

- To send you information about services, events, or new content you might be interested in, if you have requested or consented to such communications.
Legal basis: Consent (where required) or legitimate interests (for occasional professional communications related to your enquiry or existing relationship).

4. To comply with legal obligations

- To comply with tax, accounting, or other legal obligations.
Legal basis: Legal obligation.

4. How long do I keep your data?

I keep your personal data only for as long as is reasonably necessary for the purposes described above, including to meet any legal, accounting, or reporting requirements. Broadly:

- **Contact and enquiry data:** kept for up to 2–3 years after the last contact, unless you request deletion earlier and no legal obligation prevents it.
- **Email communications relevant for contracts or invoices:** kept for the legally required retention period (for example, tax and accounting rules).
- **Usage/analytics data:** kept for the period necessary to analyse trends and improve services, usually in aggregated or anonymised form where possible.

5. Who has access to your data?

I do not sell your personal data.

Your data may be shared with:

- **Service providers** who help host the Website, provide email services, analytics, or other technical support. They process your data only on my instructions and are bound by confidentiality and data protection obligations.
- **Professional advisers** (e.g. accountants, legal advisers) where necessary for compliance or legitimate business needs.

- **Authorities** if required by law, court order, or to protect my rights or those of others.

If I ever engage service providers located outside the European Economic Area (EEA), I will take appropriate measures to ensure adequate protection of your data, such as using the European Commission's Standard Contractual Clauses, where required.

6. Your rights (especially if you are in the EU/EEA)

Where applicable law (e.g. the GDPR) grants you rights, you may have the following rights regarding your personal data:

- **Right of access:** to obtain confirmation whether I process your data and to receive a copy.
- **Right to rectification:** to correct inaccurate or incomplete data.
- **Right to erasure (“right to be forgotten”):** to request deletion of your data in certain circumstances.
- **Right to restriction of processing:** to request restriction in specific cases.
- **Right to data portability:** to receive your data in a structured, commonly used format and have it transmitted to another controller where technically feasible.
- **Right to object:**
 - to processing based on legitimate interests, on grounds relating to your particular situation;
 - to direct marketing at any time.
- **Right to withdraw consent:** where processing is based on your consent, you may withdraw it at any time, without affecting the lawfulness of processing before withdrawal.

You also have the right to lodge a complaint with a data protection authority. If you are in Portugal, this is typically the **Comissão Nacional de Proteção de Dados (CNPD)**.

To exercise any of your rights, please contact me at [insert email].

7. Cookies and similar technologies

The Website and hosting platform may use cookies or similar technologies to:

- Enable core functionality of the page.
- Remember your preferences.
- Generate aggregate statistics about visitors and traffic.

You can usually set your browser to refuse all or some cookies or to alert you when websites set or access cookies. If you disable or refuse cookies, some parts of the Website may not function properly.

8. Third-party links

The Website and the Materials may contain links to third-party websites or services. I am not responsible for the privacy practices or content of those third parties. I encourage you to review their privacy policies before providing any personal data.

9. Security

I take reasonable technical and organisational measures to protect your personal data against loss, misuse, unauthorised access, disclosure, alteration, or destruction. However, no method of transmission over the internet or method of electronic storage is completely secure, so I cannot guarantee absolute security.

10. Changes to this Privacy Policy

I may update this Privacy Policy from time to time. Any changes will be posted on this page with an updated “Last updated” date. If the changes are material, I may also notify you by email or through the Website, where appropriate.