

Privacy Notice

1. Introduction

This Privacy Notice explains how GO Business Languages Solutions SRL collects, uses, stores, and protects personal data in connection with our consulting, training, coaching, speaking, business development, and related activities.

We are committed to processing personal data responsibly, transparently, and in accordance with applicable data protection requirements.

2. Who We Are

Company Name: GO Business Languages Solutions SRL

Registered Address: str.Alba-Iulia, 10, ap. 47, MD-2064 mun. Chişinău, Republic of Moldova

Email: gerhard@thegomethod.org

Website: www.thegomethod.org

If you have any questions regarding this Privacy Notice or the processing of your personal data, please contact us using the details above.

3. What Personal Data We May Collect

Depending on the nature of our interaction, we may collect and process the following information:

- Name
- Job title or professional role
- Company name
- Email address
- Telephone number
- Business correspondence and communication history
- Information provided during inquiries, meetings, training sessions, or consulting projects
- Contract and invoicing information where required

We do not intentionally collect sensitive personal data such as information concerning health, political opinions, religious beliefs, or other special categories of personal data unless required by law or explicitly provided for a specific purpose.

4. How We Collect Personal Data

Personal data may be obtained:

- Directly from you
- Through business communication
- Through professional networking platforms such as LinkedIn
- During consulting or training engagements
- Through our website or contact forms
- Through referrals and business introductions
- Through contractual and business relationships

5. Why We Process Personal Data

We process personal data for the following purposes:

Business Communication

To respond to inquiries, arrange meetings, maintain professional relationships, and communicate with clients and prospective clients.

Consulting and Training Services

To prepare, deliver, and manage consulting, coaching, speaking, and training activities.

Customer Relationship Management

To maintain records of clients, prospective clients, and professional contacts.

Contract Administration

To prepare proposals, contracts, invoices, and other business documentation.

Legal and Accounting Obligations

To comply with applicable legal, tax, and accounting requirements.

Marketing and Business Development

To inform professional contacts about relevant services, events, publications, or activities where appropriate.

Recipients may request at any time that they no longer receive such communications.

6. Legal Basis for Processing

Depending on the circumstances, personal data may be processed on one or more of the following grounds:

- Performance of a contract
- Compliance with legal obligations
- Legitimate business interests
- Consent where required

7. Where Personal Data Is Stored

Personal data may be stored and processed using business systems and service providers, including:

- HubSpot CRM
- Google Workspace (including Gmail and Google Drive)
- Microsoft services where applicable
- LinkedIn
- Accounting and administrative systems

Reasonable measures are taken to ensure that personal data is protected against unauthorized access, disclosure, loss, or misuse.

8. Sharing of Personal Data

Personal data is not sold to third parties.

Where necessary, personal data may be shared with:

- Accountants
- Professional service providers
- Technology service providers
- Government authorities where legally required

All such disclosures are limited to what is necessary for the relevant purpose.

9. Data Retention

Personal data is retained only for as long as necessary to fulfill the purposes described in this Privacy Notice or to comply with legal obligations.

Retention periods may vary depending on the nature of the relationship and applicable legal requirements.

10. Your Rights

Subject to applicable law, individuals may have the right to:

- Request access to their personal data
- Request correction of inaccurate information
- Request deletion of personal data where appropriate
- Object to certain processing activities
- Request restriction of processing where applicable

Requests may be submitted using the contact information provided in this Privacy Notice.

11. Security

We take reasonable technical and organizational measures to protect personal data against unauthorized access, accidental loss, misuse, alteration, or disclosure.

Access to personal data is restricted to authorized persons and trusted service providers where necessary.

12. External Websites

Our website and communications may contain links to third-party websites. We are not responsible for the privacy practices of external websites.

Users are encouraged to review the privacy policies of those websites separately.

13. Changes to This Privacy Notice

This Privacy Notice may be updated from time to time to reflect changes in business activities, legal requirements, or operational practices.

The latest version will be available on our website.

14. Contact

For any questions regarding this Privacy Notice or the processing of personal data, please contact:

GO Business Languages Solutions SRL

gerhard@thegomethod.org

+37368026059

www.thegomethod.org