

Cubelogy technologies s.r.o.

Privacy Statement

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We respect your privacy and therefore publish this Privacy statement (hereinafter referred to as the „**statement**”). Principles outlined in this statement relate to the Cubelogy technologies limited-liability company customers (hereinafter referred to as the „**Customers**”), and to other subjects outlined in this statement. This statement provides information about your privacy rights and our commitment to protect your personal data. Please do not use our website and services if you do not agree with principles of processing of personal information outlined in this statement.

Cubelogy technologies s.r.o.

The provider is Cubelogy technologies s.r.o., registered office Jiráskova 297/14, Hodolany, 779 00 Olomouc, Czech Republic, identification number: 09243020, tax identification number: CZ09243020, registered in the Register of Companies of the Regional Court in Ostrava, section C, entry 82523 (hereinafter referred to as the „**Provider**” or „**we**”). The Provider provides computing power to his Customers as a service (hereinafter referred to as the „**Services**”). Nature and extent of provided Services may be updated and changed in the future. If such change might have a significant impact on this statement, the statement shall be updated.

GDPR

This statement is published in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation) (hereinafter referred to as the „**GDPR**”) and Act 110/2019 Coll., on Processing of Personal Data.

Scope and acceptance

In relation to processing of personal data, we can be in position of data Controller, when we determine the purpose and means of your personal data processing, or in position of data Processor, when our Customer or a third party is in the position of the data Controller. This statement provides information about personal data processing in both mentioned situations.

Personal data

Personal data can be defined as information that allows us to identify you as a person. Personal data are for instance your name and surname, address, sex or age. Processing of personal data is necessary for our Service provision. We do not have an appointed Data Protection Officer.

Processing of personal data

In position of the personal data Controller, the Provider processes personal data related to his Customers, their representatives, job-seekers and visitors of his website (for instance if the visitor files his personal data on the website during registration). In position of the personal data Processor, the Provider also processes personal data of the third parties provided by his Customers or another third parties. In such situation, the processing of data is based on instructions of the Customer or third party that provided the personal data. We keep the processed data updated in cooperation with relevant subjects.

Personal data Controller

The Provider acts as the personal data Controller when he determines the purpose and means of processing of personal data. The Provider is in the personal data Controller position when he processes personal data of his Customers, their representatives, job-seekers or visitors of his website (for instance if the visitor files his personal data on the website during registration). Providing your personal data is mandatory for purposes of fulfilling the contract, complying with legal provisions and for purpose of our legitimate interest. Without personal data provided for these purposes, we would not be able to provide our Services to the Customers. There is no need for explicit consent with processing of personal data for these purposes.

Legal grounds and purposes for personal data processing in position of the personal data Controller

As the personal data Controller we are processing your personal data only on the basis of legal provisions, your consent, or when we are processing your personal data for purpose of our legitimate interest. Scope of processing of personal data depends on the purpose of processing of personal data. The personal data are processed to the necessary extent for purposes of:

- fulfilling the contract concluded with our Customer whose personal data are processed,
- performing the necessary actions before conclusion of the contract,
- complying with legal provisions,
- processing of personal data for purpose of our legitimate interest, that we believe does not conflict with your privacy rights,
- processing of personal data on the basis of your consent.

Fulfilling the contract and performing the necessary actions before conclusion of the contract

We process your personal data to identify you as a person, to provide ordered Services, to fulfill other obligations arising from the contract and to manage subsequent billing and payment issues related to the contract.

Our legitimate interest and fulfillment of the contract

We retain our mutual communication and process the personal data pertaining to ordered Services in order to improve your customer experience, our support and our Service provision and offers.

Complying with legal provisions

For purpose of complying with legal provisions we process your personal data in order to comply with the requirements of supervisory authorities.

Provided consent

Processing of personal data on the basis of your consent is not necessary for fulfillment of the contract, protection of our legitimate interests or compliance with legal provisions, but it will allow us to improve provision of our Services and to inform you about offers that are relevant for them. We process the personal data on the basis of your consent if you are a job-seeker, in order to evaluate your potential to become our employee. We process the personal data provided by job-seekers in their curriculum vitae and personal data acquired in our mutual communication during selection procedure. If the selection procedure does not end up in establishment of the employment relationship, your personal data will be processed for a period of five years since the end of the selection procedure. We are obliged to delete or anonymise the personal data after expiry of the five year period. We also process personal data for marketing purposes on the basis of your consent. With your consent, we will process personal data primarily for the purpose of creating the best possible offer of our Services and sending it to you by any means of written or electronic communication. The consent with processing of personal data is given voluntarily and can be withdrawn at any time. Withdrawal of the consent does not affect processing of personal data that was carried out before such withdrawal, nor does it affect processing of personal data carried out on different basis after such withdrawal. Any personal data listed in this statement can be processed on the basis of your consent.

Marketing communications

You can reject reception of our marketing communications by following instructions provided for in such communications. You can also contact us via our email address listed at the end of this statement.

Deletion and anonymization

Personal data are processed to the necessary extent for the period required to fulfill the purpose of their processing or for the period provided for in legal provisions. After the relevant period personal data are deleted or anonymised.

Gathering of personal data

The Provider gathers personal data directly from his Customers, their representatives, job-seekers and visitors of his website (for instance if the visitor files his personal data on the website during registration). Personal data can be also gathered from social media sites, public sources and Customer's or our own marketing partners.

Cookies

If you have enabled cookies in the settings of your browser, we gather and process data from cookies when you visit our website. You are giving your consent with cookies data gathering and processing by permitting cookies in settings of your browser. You can restrict or forbid use of cookies in settings of your browser at any time. However, if you disable or restrict cookies in any way, it is possible that such restriction will have a negative impact on functionality of our website. We use cookies for instance for purpose of data analysis with Google analytics service.

Processed data

The Provider does not process sensitive personal data in position of the personal data Controller. The Provider may process following data:

- name and surname, address, date of birth, age and sex,
- basic contact information such as phone number or email,
- data published on social media sites,
- Customer's user information such as login ID, username or password,
- Our mutual communication,
- information provided in your curriculum vitae,
- information about employees such as academic title, former position, preferences and interests related to professional context,
- information about ordered Services and unfinished orders and data related to such orders,
- billing information,
- information about your behaviour and movement on our website, including information provided by your web browser such as browser type, IP adress, device, or information provided by cookies,
- Information about geolocation.

The Provider does not process payment card information. Data processing carried out upon usage of payment services is always governed by the terms of payment service provider.

Period of data retention

We are obliged to comply with limitation of the retention periods in accordance with legal provisions. We are entitled to retain your data for the period necessary to fulfill the purpose of data retention. We are entitled to retain some of the data (your contact information, personal and identifying data, our mutual communication and data related to ordered Services) throughout the contractual period and thereafter for adequate period to protect our or your rights. If we are given a consent with processing of personal data, we will retain your data for the period of ten years, if your consent is not withdrawn sooner. We shall delete or anonymise the data after expiry of such period.

Period of retention of invoices

Invoices and other accounting documents related to provided Services issued by the Provider are retained for the period of 5 years since the end of relevant financial year pursuant to Section 31 Act 593/1991 Coll., the Accounting Act, for the period of 3 years since the end of relevant tax period pursuant to Section 47 Act 337/1992 Coll., on the Administration of Taxes and Fees and for period of 10 years since the end of relevant tax period pursuant to Section 35 Act 235/2004 Coll., Value Added Tax Act. The invoice includes following personal data: your name, surname and address. The Provider is obliged to delete or anonymise the data after expiry of the relevant period.

Personal data Processor

When we process personal data of third parties provided by our Customer or another third party based on their instructions, we are in position of the data Processor and the Customer or third party providing the data is in position of the data Controller. The Provider does not determine the purpose and means of data processing in such situation. The Customer that is in position of the data Controller is obliged to assess and determine all the risks, ensure that data subjects are well informed and also to provide legal grounds and documents for data processing in accordance with legal provisions. The Customer or third party in the position of data Controller is obliged to cooperate with us for the purpose of data protection.

Security and prevention

We protect your personal data with standard procedures and technologies. We secure your data with technical and organisational measures in form of prevention from abuse, virus attacks, unauthorised access, loss, deletion, violation of your rights, unauthorised publication and from other breaches of security, given the current general state of technology development. However, we are not able to fully secure your data without your cooperation and we therefore ask you to help us improve the security by keeping your user information, including your password, in secrecy and by respecting the standard security measures.

Security measures

Your data are stored in an environment that is accessible only to the Provider's employees and data Processors who need the data to cooperate with the Provider. Security and technical measures have been set to secure data storage in both electronic and physical form. User accounts on Provider's website are protected by username and password that verify the identity of the user. Our systems are periodically updated, secured and backed up to ensure constant confidentiality, integrity, availability and resilience of our systems and to enable us to restore the data in case of physical or technical incidents. Provider's employees are informed about basic data security measures and they are bound by confidentiality regarding the personal data they have access to within their position.

Personal data sharing

We do not share your personal data with other data Controllers, with the exception of public authorities in necessary cases.

Sharing the data with public authorities

Public authorities may request your data from us. Protection of your personal data is limited when we are obliged to inform and cooperate with public authorities in accordance with legal provisions in force. We will provide your personal data to the public authorities only if necessary and only in necessary extent.

Sharing the data with data Processors

We use third party services to provide our own Services and carry out our duties. Third parties in position of the data Processors that are given your personal data are obliged to process and retain your data in accordance with the purpose and means established by us. Third parties that are given your personal data are bound by confidentiality in relation to your data. We also send your personal data to third countries (out of EU) for purpose of mailing service provision (Mailchimp for marketing communications transmission).

Your rights

Basic rights

Rights stated below are guaranteed to you pursuant to Articles 15 to 22 GDPR. If you feel that processing or retention of your personal data is in conflict with legal provisions or this statement, or if you do not fully understand this statement, you can contact us and demand an explanation or correction. To access your data, you have the right to request an overview of all your personal data we retain. You can also request us in writing to correct any inconsistencies in your personal data, to delete some of your data or to limit processing of the data in accordance with this statement and legal provisions in force. You are entitled to submit a written complaint or an enquiry related to processing and retention of personal data. Complaints and enquiries are to be considered confidential. We will provide you with

sufficient explanation and we will propose a solution for any problem you might have. We state that you will not be, apart from possible exceptions, the subject of automatic decision making with legal consequences without individual human assessment. You have the right to data portability. You have the right to submit a complaint regarding our processing of your personal data at any time to the supervisory authority, which is the Office for Personal Data Protection (<https://www.uoou.cz>).

Rights related to marketing communications

You have the right to withdraw your consent with processing of personal data for purpose of marketing communications at any time by sending a written request to our contact address or by following the instructions provided for in the marketing communications you received. If you do not withdraw your consent, it remains valid for the period of ten years since it was given. You can not refuse to receive administrative communications regarding used and ordered Services from the Provider.

Effectiveness and publication of this statement

This statement is available on our website. This statement shall become valid and effective upon 15th February 2021.

Contact

Our contact addresses are:

- Postal address:
Jiráskova 297/14, Hodolany,
779 00 Olomouc,
Czech Republic

- Email address:
info@cubelogy.cz

Our websites are:

- www.cubelogy.com
- www.app.cubelogy.com