

bizaline

Privacy Policy

 **MY CONTRACT
MANAGER**

 **MY PROGRAM
MANAGER**

 **OGSM**
software

info@bizaline.com · Europalaan 2, 3526 KS Utrecht

What we collect

Our privacy policy

As part of our service delivery, we may collect the following information:

- Name and job title.
- Contact information including email address and phone number.
- Demographic information such as postal code, preferences and interests.
- Other information relevant to customer surveys and/or offers.

Special personal information

Bizaline B.V. does not seek to collect special categories of personal information (racial or ethnic origin; political opinions; religious or philosophical beliefs; trade union membership) or information of people younger than 16 years of age, unless with the explicit permission of a parent/guardian. If you have reason to believe Bizaline B.V. did collect information of a user younger than 16 years without said permission, please contact us at info@bizaline.com and we will promptly delete the relevant data.

What we do with the information we gather

Bizaline B.V. collects data for the following reasons:

- Internal record keeping.
- To better understand users' needs and improve our products and services.
- To customise the website according to users' interests.
- For CRM purposes, including, upon registration, occasional promotional emails about new products, special offers

or other information which we think you may find interesting using an email address provided.

- For infrequent market research purposes by email or phone.

Automated decision making

Bizaline B.V. does not use automated or algorithmic decision-making software that may have considerable effects on our Clients or Users. Automated decisions are decisions which are made by software or systems without human involvement (e.g. a staff member of Bizaline B.V.).

Storage of Personal information

Bizaline B.V. does not store your personal information longer than necessary. The personal information provided by you to Bizaline B.V. will be stored for either one year, or as long as you have a valid license at Bizaline B.V.

Upon termination of a Bizaline Software licence, you will be given the option to receive all your data. Subsequently, all personal information will be deleted.

How we use cookies

A cookie is a small file that asks permission to be placed on your computer's hard drive. Upon agreement, the file is added and the cookie helps analyse web traffic patterns. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, interests and preferences by gathering and remembering relevant information. Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you

do not. A cookie in no way gives us access to your computer or any personally identifying information about you, other than the data you choose to share with us.

We use traffic log cookies to identify which pages on our website are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes. The data is subsequently removed from our system.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Links to other websites

Our website may contain links to other websites of interest. Since Bizaline B.V. does not have control over any other websites linked to, we can take no responsibility for the protection and privacy of any information you provide whilst visiting such sites. Other websites linked to from this website are not governed by this privacy statement. Please exercise caution and check the privacy statement applicable to the website in question.

Controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes.

- If you have previously agreed for us to use your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us at info@bizaline.com.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. With your permission, we may use your personal information to send you promotional information about third parties' products and services that you may find interesting.

You may request details of the personal information we hold about you under General Data Protection Regulation (GDPR), also known as the Algemene Verordening Gegevensbescherming (AVG). If you would like a copy of any personal information we have stored on you, please write an email to info@bizaline.com.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible at the above address. We will promptly correct any information found to be incorrect.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online. For more information on our data security measures, please e-mail info@bizaline.com.

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