# **Privacy Policy**

## 1. Protecting your Privacy

Pargesoft is committed to safeguarding and respecting your privacy in compliance with applicable data protection laws, including the European Union General Data Protection Regulation (GDPR). These laws provide a framework to ensure that personal data is collected and handled properly and give individuals the right to know what information is held about them as well as certain other rights.

## 2. What is personal data?

According to the GDPR directive, personal data is any information related to an identified or identifiable natural person. For example, the following could be considered personal data: your Name, Identification number, Location data, Payment information, Phone number etc. and related information such as registering for a newsletter. The GDPR directive has also made it clear that personal data includes online identifiers such as IP addresses, mobile device ID, Website session ID, GEO location, Username/Password, Cookies, RFI tags etc.

### 3. Information Pargesoft may collect on you

- When you register to receive email newsletters on our website, you will be asked to provide certain information about yourself which
  may include your name, email and phone number
- If you contact us via the website, for example by sending an email to info@pargesoft.com, we may keep a record of that email or comment.
- We may collect details of your visits to our website including but not limited to, IP addresses, traffic data, location data and other communication data and areas of the website you visit.
- Information gathered from sales prospect meetings such as personal contact details

## 4. How will Pargesoft use your information?

We may use your personal data for these purposes: - Identify you - Send you email newsletters and other information we think may be of interest to you if you have requested that we do this. (i.e. by subscribing and giving us your contact details) - Notify you of any changes to our services and company. Please note that when you allow us to use your personal information based on consent, you may later withdraw that consent at any time by contacting us.

#### 5. Disclosure of information to others

We do not disclose or share your personal information with third parties, unless Pargesoft becomes legally compelled to disclose the information by a court, Governmental Authority or Applicable Law.

# 6. Security

We protect your information using technical and administrative security measures to reduce the risks of loss, misuse, unauthorized access, disclosure and alteration.

# 7. Your Data Subject

Rights You have certain rights as a 'data subject' under the GDPR or other applicable law. You may decline to share certain personal information with us. In accordance with applicable law, you have the right to access your personal data, object to or restrict further processing, rectify or erase the data. Requests should be submitted via the contact instructions below. We will retain your information for as long as it is reasonably necessary for the purposes set out in this privacy policy, considering the time period reasonably necessary to: provide the services to you and exercise the choice and rights you have requested.

## 8. Changed to Privacy Policy

Our Privacy Policy may be changed because of changes in technology, laws, and business. Any changes we make will be notified to you.

#### 9. Contact Us

For all Data Subject Rights requests or if you need further assistance regarding GDPR, please contact us at info@pargesoft.com.