

PRIVACY POLICY OF METRICSO

The Service Provider shall act only with respect for the right of any person to protect his/her privacy.

The Privacy Policy shall pertain only to the use of the Platform and Services. However, on the Platform there may be references and links to other websites, which are not controlled by the Service Provider, so as individual privacy policies applied by them. Therefore, the Service Provider shall not be held liable for consequences of using such references by the User.

I. PERSONAL DATA

1. The data controller of the personal data of the Platform Users shall be Metricso S.A. with its registered office in Warsaw, at ul. Iwicka 47A/25, 00-735 Warsaw, entered in the Register of Entrepreneurs maintained by the District Court for the capital city of Warsaw in Warsaw, 13th Commercial Division of the National Court Register (KRS) under number KRS: 0000541067, Tax Identification Number NIP: 5213687986, National Business Registry Number REGON: 360740258).
2. Contact details of the data controller: support@metricso.com.
3. The Controller, with due diligence, selects and uses appropriate technical and organizational measures to protect the personal data processed. Full access to the databases is only granted to persons duly authorized by the controller. The controller protects personal data against unauthorized access, as well as against its processing in violation of the applicable laws.
4. Personal data is processed by the controller in accordance with the law, in particular in accordance with the provisions of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (hereinafter referred to as "GDPR") in order to:
 - answer questions asked in connection with the use of contact forms by the user, including pop-ups (pursuant to Article 6 Paragraph 1(b) GDPR);
 - use the newsletter service, including the provision of business information and information about the events and workshops, on the basis of the granted consent (Article 6 Paragraph 1(a) GDPR);
 - pursue or secure claims (pursuant to Article 6 Paragraph 1(f) GDPR).

5. The scope of the processed personal data shall be determined by the scope of consents and provided data sent to the Service Provider by means of relevant form. Processing personal data of the Users shall pertain to first and last name, e-mail address and computer IP address and other data necessary for provision of Services in accordance with the Terms of Service. Due to the nature of Services provided through the Platform they cannot be provided anonymously.
6. By registering on the Platform, the User declares that the personal data provided by him/her pertain to the User.
7. The user should not provide the Controller with personal data of third parties. However, when the user provides such data, the user each time declares that he has the consent of the third parties to transfer the data to the Controller.
8. Personal data of the Users shall be processed for the following purposes:
 - a) realization of legal provisions,
 - b) creation of the User Account, performance of Agreements for provision of services by electronic means, including consideration of the filed complaints and optimization of services provided by the Service Provider,
 - c) promotional and commercial actions of the Service Provider.
9. In connection with the implementation of services, personal data will be disclosed to external entities, including in particular suppliers responsible for the operation of IT systems, entities such as banks and payment operators, entities providing accounting, legal, auditing, consulting and courier services.
10. If the user agrees, his data may also be made available to other entities for their own purposes, including marketing purposes.
11. Personal data will not be transferred to a third country / international organization.
12. Providing the personal data shall be voluntary, but the lack of consent to process personal data marked as obligatory shall prevent performance of the services and agreements by the Service Provider.
13. Personal data shall be stored only for the period necessary to achieve a particular purpose for which it was sent, or in order to comply with the law.
14. The legal basis for processing personal data in the case referred to in clause 3(a) shall be the statutory authorization to process data which are essential to act in accordance with the law, whereas in the case referred to in clauses 3(b) and 3(c) it shall be the statutory authorization to process data which are necessary to perform an agreement if a person to whom the data refer is a party to such agreement, or if it is essential for undertaking certain actions prior to conclusion of the agreement upon request of the person to whom the data refer, or a voluntary consent of the User.

15. Personal data of the Users may be transferred only for the purpose of performing the agreements for provision of services by electronic means by the Service Provider to a hosting company, a company providing accounting services to the Service Provider and a company providing the system for e- mail marketing (Newsletter). Personal data collected by the Service Provider may be also disclosed to: competent state bodies upon their request on the basis of relevant provisions of law, or other persons and entities – in the cases prescribed in the provisions of law.
16. Disclosing the personal data to unauthorized entities under this Privacy Policy may take place only upon prior consent of the User to whom such data refer.
17. The user is required to provide complete, up-to-date and real data.
18. The Users shall have the right to control the process of data which refer to them and which are collected in databases, in particular, they shall have the right to: access the content of their data and correct them through filing relevant request with the Service Provider, demand temporary or permanent suspension of their processing, or their deletion if they are incomplete, invalid, inaccurate or if they have been collected in violation of the act or they have become unnecessary for realization of the purpose for which they have been collected, as well as to raise an objection against processing their personal data - in other cases as prescribed by the law - and the right to demand their deletion if they have become unnecessary for realization of the purpose for which they have been collected.
19. The Platform may automatically store http enquiries, therefore the files containing web server logs may store data pertaining to the User, including the IP address of the computer sending the enquiry, the name of User's station, if possible, date and system time of registration in the service and receipt of the enquiry, number of bytes sent by the server, information concerning User's browser or information concerning errors which occurred by realization of the http transaction. Files containing web server logs shall be mainly analyzed for the purpose of preparing statistics concerning traffic on the website and occurring errors. Information shall be anonymous and summary of such details shall not identify particular Users. Web server logs may be collected for the purpose of proper administration of the Platform.
20. Only the persons authorized to administer the IT system of the Platform shall have access to the data.

II. INFORMATION SECURITY

The Service Provider shall apply technological and organizational means in order to secure processing the personal data corresponding to the threats and category of data to be secured, in particular, through technical and organizational means the Service Provider shall secure data against publishing to unauthorized persons, taking over by an unauthorized

person, processing in violation of the law and change, loss, damage or destruction; among others the SSL (Secure Socket Layer) certificates shall be applied. The Users' personal data shall be collected and stored on a secured server, moreover, the data shall be secured by the Service Provider's internal procedures related to processing personal data and information security policy

In order to log in to the Account, it shall be necessary to provide relevant username and password. For the purpose of ensuring an appropriate level of security, the password for the Account shall exist on the Platform only in a coded form. Furthermore, registration on and logging in to the Platform shall proceed in secure https connection. Communication between the User's device and the servers shall be encoded using the SSL protocol.

At the same time the Service Provider states that using the Internet and services provided by electronic means may pose specific teleinformatic threats, such as for instance: presence and operation of worms, spyware or malware software, including computer viruses, as well as possibility of being exposed to cracking or phishing (fishing passwords) and other. In order to obtain detailed and professional information related to the security in the Internet, the Service Provider recommends taking advice from entities specializing in such IT services.

III. COOKIES

For the purposes of correct operation of the Platform, the Service Provider shall use Cookies support technology. Cookies are packages of information stored on the User's device through the Platform, usually containing information corresponding to the intended use of particular file, by means of which the User uses the Platform.

Usually, Cookies contain the address of the Internet service, date of publishing, lifetime of a Cookie, unique number and additional information corresponding to the intended use of particular file.

The Service Provider shall use two types of Cookies: session cookies, which are permanently deleted upon closing the session of the User's browser and permanent cookies, which remain on the User's device after closing the session until they are deleted.

It is not possible to identify the User on the basis of Cookie files, whether session or permanent. The Cookie mechanism prevents collecting any personal data.

Cookies used on the Platform are safe for the User's device, in particular they prevent viruses or other software break into to the device.

Files generated directly by the Platform may not be read by other Internet services. Third-Party Cookies (i.e. Cookies provided by associates of the Service Provider) may be read by an external server.

The User may disable storing Cookies on his/her device in accordance with the instructions of the browser producer, but this may disable certain parts of or the entire operation of the Platform.

The User shall use own Cookies for the following purposes: authenticating the User at the Platform and preserving the User's session; configuration of the Platform and adjusting the content of pages to the User's preferences, such as: recognizing the User's device, remembering settings set up by the User; Cookies ensuring security of data and use of the Platform; analyses and researches of views; advertisement services.

The User shall use Third-Party Cookies for the following purposes:

- a. preparing statistics (anonymous) for optimizing functionality of the Platform, by means of analytic tools, among others: Google Analytics (Cookies administrator: Google Inc with its registered office in the USA);
- b. using interactive functions by means of social networks, including: twitter.com [Cookies administrator: Twitter Inc. with its registered office in the USA]; plus.google.com [Cookies administrator: Google Inc with its registered office in the USA]; Facebook.com [Cookies administrator: Facebook Inc with its registered office in the USA or Facebook Ireland with its registered office in Ireland]; LinkedIn.com [Cookies administrator: LinkedIn Ireland with its registered office in Ireland];

The User may individually change Cookies settings at any time, stating the conditions of their storage, through the Internet browser settings or configuration of the service. The User may also individually delete Cookies stored on his/her device at any time in accordance with the instructions of the browser producer.

Detailed information concerning Cookies support is available in the browser settings.

If you have any further questions and complaints pertaining to the manner in which the Service Provider processes personal data, please contact us at the address: support@metricso.com.