

# Privacy Policy

## 1. Scope

This data protection declaration informs you about the type, extent and purpose of collecting and using personal data on the web site [www.digitalpeople.biz](http://www.digitalpeople.biz) (hereinafter referred to as “the Web Site”) by DIGITAL PEOPLE (hereinafter referred to as “we” or “us”). We are the data controller of all personal data that is collected on the Web Site, unless this data protection declaration contains deviating statements.

You may address your queries to the data protection team at DIGITAL PEOPLE under the following email address: [privacy@digitalpeople.biz](mailto:privacy@digitalpeople.biz)

Personal data is defined as information that assists in identifying a person, thus details, which can be linked to a person. This typically includes their name, email address or telephone number. Additionally, purely technical data, which can be linked to a person, is conceived as personal data.

## 2. Automatic collection of access data / server log files

At each access to the Web Site we automatically collect a series of technical data, which is personal data.

These are:

- IP address of user
- Name of the accessed Web Site or file
- Date and time of access
- Transmitted data quantity
- Notification of successful access
- Browser type and version
- Operating system of user
- Type of terminal of user, including MAC address
- Referrer URL (the previously visited site)

This data is not amalgamated with other personal data, which you actively submit within the scope of the Web Site.

## 3. What is an IP address

Each device (e.g. smartphone, tablet, PC) that is connected to the Internet has an allocated IP address. Which IP address this is depends on the type of Internet access with which the device is currently connected to the Internet. It

may be an IP address that your Internet provider has allocated to you, e.g. if you are connected to the Internet from your home via wireless LAN. It may however also be an IP address that your mobile network provider has allocated to you or an IP address of a provider of public or private wireless LAN networks or another Internet access port. In its currently most common form (IPv4) the IP address is composed of four number blocks. Mostly, you as a private user will not use a consistent IP address, as your provider only allocates it to you temporarily (so-called dynamic IP address). Principally, a clear allocation of user data is easier with a consistent IP address (so-called “static IP address”). Apart from the purpose of prosecuting unauthorised access to our Internet offering, we generally do not use this data in relation to persons, but only for the purpose of anonymously evaluating which of our Web Sites is favoured, how many times a day the Web Site is accessed, etc.

#### **4. Cookies**

Cookies are small text files that the respective browser that was used saves onto your device when you visit our Web Site. In this way, individual Web Site services can “recognise” and “remember” your settings. On the one hand this serves the user friendliness of Web Sites and therefore for the users (e.g. storage of login data). On the other hand, cookies are used to record statistical Web Site usage and to use the data that was collected in this way for analysing and advertising purposes.

Some cookies are automatically deleted from your device as soon as you leave the Web Site again (so-called session cookie). Other cookies are stored for a certain period, which does not exceed two years in the individual case (persistent cookies). Additionally, we also set so-called third party cookies, which are managed by third parties, in order to provide specific services. You can influence the use of cookies. Most browsers provide an option with which to limit or completely prevent storing cookies. However, please note that usage and specifically comfort of usage is limited without cookies.

#### **5. Making contact**

Upon contacting us (e.g. via the contact form or email), the user`s details are stored for the purpose of processing your request and in the event of follow-up queries.

#### **6. Google Analytics**

This Web Site uses Google Analytics, a web analysis service provided by Google Inc. ("Google"). Google analytics sets several cookies (cf. above) to identify your browser. Normally the information, which the cookie generates about your usage of this Web Site, is transmitted to a Google server in the USA and stored there. However, we have activated the IP anonymisation function on this Web Site, so that Google will first abridge your IP address within EU member states or other states party to the Agreement on the European Economic Area. The full IP address is only transmitted to a Google server in the USA in exceptional cases and abridged there. By order of the operator of this Web Site, Google will use this information to analyse your usage of the Web Site, to compile reports on the Web Site activities and to provide further services to the Web Site operator related to the Web Site and Internet usage. The IP address, which is transmitted by your browser within the scope of Google Analytics, is not amalgamated with other data of Google. You can prevent Google from collecting data relating to your usage of the Web Site created by the cookie (incl. your IP address) and from processing this data, by downloading and installing the plug-in for your browser, which is available under [this link](#).

## **7. Changes, rectifications and updates**

Upon request, you have the right to receive information concerning the personal data, which has been stored about you at any time, free of charge. Additionally, you have the right of rectification of false data and the right to block and delete your personal data to the extent that there are is no opposing legal storage obligation or regulated activity permitting us to process the data. To this end, you may contact [privacy@digitalpeople.biz](mailto:privacy@digitalpeople.biz) at any time. Please put "Data Request" in the subject line.

## **8. Data storage**

We only store personal data as long as this is necessary to perform the services, which you have requested or to which you have given us your consent, except where otherwise provided by the law.

## **9. Third parties and international transfers**

Your personal data may be shared with other entities within DIGITAL PEOPLE IT LTD. as well as third parties but only for the purpose of accommodating any information or support requests you submit via email or the contact form. For

that purpose and only if necessary, your personal data may also be sent, stored and/or used in a country outside European Economic Area (EEA) which does not offer the same level of protection as the EEA. When you give us your personal data, you agree to us doing this.

We will take all steps reasonably necessary to ensure that your personal data is kept secure and protected in accordance with our legal obligations and standards. If this is not possible, for example because we are required by law to disclose data, we will ensure that the sharing of the data is lawful. To receive more detailed information on our standards and safeguards for international transfers please contact us at [privacy@digitalpeople.biz](mailto:privacy@digitalpeople.biz)

#### **10. Right of access, rectification, deletion, limitation of processing and data portability**

Upon request, you have the right to receive information concerning the personal data, which we have stored about you at any time, free of charge. Additionally, you have the right of rectification of false data and the right of deletion of personal data to the extent that there are is no opposing legal storage obligation or regulated activity, which permits us to process the data. Furthermore, you have the right to request us to return the data, which you have provided us with (right of data portability). Upon request we will also hand the data to a third party of your choice. You have the right to receive the data in a standard file format.

#### **11. Right of complaint to data protection supervisory authority**

You have the right to complain to a data protection supervisory authority at any time.