



## Prove Privacy Statement

### 1. NOTICE

This privacy statement ("Privacy Statement") has been created by Prove Expertise Oy ("we", "us" and "our") in order to demonstrate our commitment to privacy. This Privacy Statement explains how we and our authorized partners and affiliates ("Prove") process personal data relating to visitors to our websites ("you", "your") in connection with the use of our website and related services. Such processing may include collection, treatment and use of any personal data gathered by Prove when visitors are accessing and using our website or using our services.

This Privacy Statement does not apply to third parties and their actions that we do not own or control, including, but not limited to, any third-party websites, services and applications that you elect to access through our websites.

By accessing our website or using our services, you unconditionally agree that you have read and understood the contents of this Privacy Statement. If you do not, you are not allowed to visit our website or use our services.

### 2. INFORMATION COLLECTED FROM WEBSITE VISITORS

#### Information you provide to us

When visiting our website and signing up for or using our services, we may request certain information. You may or may not give your consent for the collecting and processing of your personal data. The processing of your personal data is based on your consent. You have the right to withdraw your consent at any time by sending a message thereof to Prove to the following address: [privacy@prove.com](mailto:privacy@prove.com). The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

For the purpose of using certain functions on our website, we may ask you to provide us with personal data such as your name, company name, address, phone number, and e-mail address as well as other information volunteered by you, such as survey information, site registrations, shipping and billing information, purchase history, and other information.

#### Automatic information

When you visit our web site, our web server automatically recognizes your IP address in order to track and aggregate non-personal data as you use our web site, but not the e-mail address. Such aggregate non-personal data includes what pages you access or visit, cookie information, your communication with us and your interactions on our web site. We use this data to diagnose technical problems, analyze trends and administer the web site.

We collect non-identifying, general, generic and aggregate information to better design our web site and services. We may share the aggregate data with other third parties. With respect to security our website uses PayPal, which utilizes industry-standard encryption technologies when transferring and receiving company and transaction data exchanged with our site.

### 3. THE PURPOSES FOR WHICH WE USE PERSONAL DATA

We use personal data related to you for the following purposes:

- To deliver services, such as newsletters, training or support your request or purchase;
- To allow you access to limited entry areas of our site as appropriate;
- To alert you on product upgrades, updated information and other services from us;
- To operate, audit, analyze, develop, improve, manage and protect our services;
- To manage, host, analyze and develop the customer relationship;
- For market research and direct electronic marketing in accordance with applicable law;
- To protect our rights and/or our property and to prevent and investigate fraud and other misuses; and

- To comply with any mandatory legal requirements and/or in connection with law enforcement or other civil or criminal legal proceedings.

Once personal data is collected, we will not process it further in any way that is incompatible with the purposes set out above.

Should we use personal data for a purpose substantially different from the purpose for which it was originally collected or authorized by you, we will ask for your consent for processing your personal data for such purposes before we commence the processing activities. You shall always have the right to object against such processing.

#### **4. DISCLOSURES OF PERSONAL DATA TO THIRD PARTIES**

We may transfer or share personal data related to you only with the following recipients or categories of recipients: (i) our affiliates, (ii) service providers which process the data on behalf of us for our lawful purposes set out in this Privacy Statement, (iii) governmental authorities if we are required to do so by law, (iv) any entity that has acquired a part of our current operations under which personal data to you is processed.

We will not sell your personal data to third parties, nor make personal data available to them for other purposes than to enable your use of our website. We may utilize third party processors to perform data processing on our behalf. We are liable towards you for acts and omissions of such processor as for our own. Should we transfer or disclose any personal data collected or processed via our website to any third party, we will ensure that the third party service provider will be bound by appropriate contractual guarantees with respect to such third party's obligations in accordance with the applicable data protection law, and ensuring all times that your data will remain protected in accordance with at least the same standards as under this Privacy Statement.

Furthermore, we may disclose your personal data if we believe that it is necessary to enforce or apply our Terms of Service and other agreements with you or otherwise protect and defend the rights, property or safety of Prove or that of our customers as well as in order to comply with a judicial proceeding, court order or other legal obligation or government inquiry.

#### **5. TRANSFERS OF PERSONAL DATA**

We process and store personal data primarily within the European Economic Area. Personal data related to you may be transferred to, and stored at, a destination outside of the European Economic Area, provided that such transfer is always in compliance with the data protection legislation applicable to the use of our website. Such destinations may United States and other third countries that do not have similar laws providing protection for personal data or may have less protective legal rules on data protection. If we transfer your personal data to such third countries, we will protect that data as described in this Privacy Statement and always in accordance with the applicable legislation.

#### **6. YOUR RIGHTS**

Under the applicable data protection legislation, you have certain rights as a data subject. You have the right to request from us access to and rectification or erasure of personal data or restriction of processing concerning you or to object to processing as well as the right to data portability. Furthermore, as a data subject you have the right to lodge a complaint with a data protection supervisory authority. You may request to exercise your rights by sending us a message to address [privacy@prove.com](mailto:privacy@prove.com).

We retain your personal data for a period not exceeding the period required for the purposes for which it was collected and processed.

#### **7. DATA SECURITY**

We ensure the confidentiality, integrity and availability of personal data processed via our website and services. We implement appropriate technical and organizational measures and procedures in



such a way that ensures the protection of your rights, and always in accordance with applicable data protection law, as well as to protect personal data against accidental or unlawful destruction, loss, alteration, disclosure, access and other unlawful forms of processing.

In case of a data security breach leading to accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, your personal data, we will inform you of the breach without undue delay, including a summary description of the potential impact and a recommendation on measures to mitigate the possible adverse effects of the breach.

We ensure that the data has been pseudonymized or anonymized wherever possible. The website and related services contain appropriate authorization mechanisms to avoid unlawful access, as well as effective encryption has been used to mitigate the risk of data security breaches.

Furthermore, we recommend that you take additional measures to protect yourself and your information, keeping confidential your account information and passwords and regularly updating your software and devices to ensure you have enabled the latest security features.

## **8. COOKIES AND OTHER TOOLS**

We may use cookies and other similar online technologies, such as your browser's local data storage, to collect data from your device. Cookies are small text files that your browser saves in your device. Cookies often contain an anonymous individual identifier, which we can use to measure how many different browsers are visiting our web sites, and how our online services are being used.

You can prevent the use of cookies by changing your browser settings. Preventing cookies may have an impact as to how our services and website function.

## **9. CHANGES TO THESE TERMS**

We are continuously developing our web site and services and therefore, from time to time, we may change our Privacy Statement. If our information practices change at some time in the future we will post the policy changes to our website to notify you of these changes. If you are concerned about how your information is used, you should periodically check back at our website.

## **10. CONTACT**

If you have questions, complaints or comments about our use of your information or about this Privacy Statement, please contact [privacy@prove.com](mailto:privacy@prove.com).