

Privacy

Guaranteeing the privacy of visitors to our websites www.db2valuecreation.com, www.contractify.be and users of our SaaS applications are very important to us. That's why we describe in our privacy policy what information we collect and how we use it. This Privacy Statement applies, among other things, to our websites www.db2valuecreation.com and www.contractify.be (hereinafter referred to as the Website), to the SaaS application called Contractify (hereinafter referred to as the Application), and to all commercial relationships between DB2 Value Creation (hereinafter referred to as DB2) and its clients, prospects and business partners.

DB2 always endeavours to act in accordance with both the Belgian Privacy Act of 8 December 1992 on the protection of privacy in relation to the processing of personal data and the EU Regulation of 2016 on the protection of individuals with regard to the processing of personal data concerning the free movement of such data and repealing Directive 95/46/EC.

This Privacy Statement contains, among other things, information about the personal data DB2 collects, as well as about the manner in which DB2 uses and processes these personal data. By visiting the Website, creating an account or demo account for the Application, you expressly consent (by providing your personal data or opting in) to the Privacy Statement and thus to the manner in which we collect, use and process your personal data.

Types of personal data

DB2 may collect and process the following personal data:

- Name
- First name
- Function
- Company name
- Company address
- E-mail address
- Telephone number (landline/mobile phone)
- Username
- Password
- Language
- Information concerning the way in which you use the Website and the application (such as, but not limited to, IP address, browser type, which web page you visited when you accessed the Website)
- The login details of your mobile device, as well as geographical location data (if applicable)
- Communication preference
- Correspondence data with and from DB2
- DB2 also collects anonymous information regarding the use of the Website and the services of DB2 through the Application. For example, DB2 will automatically log which parts of the Website and the Application you visit, which web browser you use, which website you visited when you gained access, as well as your IP address. We will not be able to identify you on the basis of this data, but it will enable DB2 to compile statistics regarding your use of the Website and the Application and to send its communications in a more targeted manner.

Method of collecting personal data

These personal data are collected at or within the framework of:

- Creating a (demo) account
- A partnership with DB2
- Visit of the Website
- Subscribing to the newsletter (whether or not via the Website)
- The use you make of DB2's services via the Application, whether or not via a mobile device
- The verification of your identity (e.g. when you call on the customer service of DB2 or want to recover your password)
- Correspondence with and by DB2
- Communicating to DB2 ideas concerning the improvement of the Website, the Application or in general the services of DB2.
- Requesting an offer
- Exchanging business cards
- The personal data collected by DB2 are explicitly and voluntarily provided by you.

Use of personal data

DB2 may use your personal data for:

- The creation of a (demo) account and its confirmation
- Drawing up and executing an agreement with DB2
- Providing the services of DB2 through the Application
- Providing support
- Sending targeted marketing and advertising, updates and promotional offers based on your communication preference
- Sending invoices and collecting payments
- Optimising the quality, management and content of the Website and the Application
- Statistical purposes
- Drawing up an offer
- Conducting customer satisfaction surveys, surveys and others market researches

Disclosure of personal data to third parties

DB2 will not disclose your personal data to third parties, unless this is necessary in the context of providing or optimizing DB2's services (such as, but not limited to, maintenance work, payment processing, database management). If it is necessary for DB2 to disclose your personal data to third parties in this context, the third party in question will be obliged to use your personal data in accordance with the provisions of this Privacy Statement.

Without prejudice to the foregoing, however, DB2 may disclose your personal data:

- To the competent authorities if DB2 is obliged to do so pursuant to the law or in the context of judicial or future legal proceedings, or to safeguard and defend DB2's rights;
- If DB2 or substantially all of its assets are acquired by a third party, in which case your Personal Data - which DB2 has collected - will be one of the transferred assets;

In all other cases, DB2 will not sell, lease or transfer your personal data to third parties, unless it has (i) obtained your consent for this and (ii) concluded a data processing agreement with the third party in question, which agreement contains the necessary guarantees regarding the confidentiality and privacy conformity of your personal data.

Storage of personal data

Unless a longer retention period is required or justified (i) by law or (ii) by compliance with another statutory obligation, DB2 will only retain your personal data for the period necessary to achieve and fulfil the purposes as described in the Privacy Statement under 'Use of Personal Data'.

Your privacy rights

If you wish to exercise your privacy rights, as stipulated below, please contact dpo@db2valuecreation.com or send your question by post to DB2 Value Creation bvba - Weststraat 129 C - 9940 Sleidinge:

Your privacy rights are:

- Right of access to the personal data that DB2 may have in your possession;
- The right to rectification, completion or update of your personal data;
- Right to have your personal data deleted ('right to be forgotten');
- Right to restrict the processing of your personal data;
- Right to the transferability of your personal data;
- Right to object to/against the processing of your personal data.

In principle, you can exercise these rights free of charge via the above channels. Moreover, you can always update, change and/or verify your personal data - which you were required to provide when creating your (demo) account - via your account.

If you no longer wish to receive newsletters or information about our services, you can unsubscribe at any time by clicking on the "unsubscribe" button, as provided at the bottom of such e-mails from DB2.

Security of personal data

DB2 undertakes to take reasonable, physical, technological and organizational precautions to prevent (i) unauthorized access to Your Personal Data, as well as (ii) loss, misuse or alteration of Your Personal Data. DB2 will store all Personal Data that it has collected in the cloud (with data centers within the EU).

Notwithstanding DB2's security policy, the checks it carries out and the actions it performs in this context, an infallible level of security cannot be guaranteed. No method of transfer or transmission over the Internet, nor any method of electronic storage is 100% secure, so DB2 cannot guarantee absolute security in this context.

Finally, the security of your (demo) account will also depend on the confidentiality of your password in order to gain access to the Application. DB2 will never ask for your password so you are not obliged to disclose it yourself. If you have nevertheless disclosed your password to a third party - for example because the third party has indicated that it offers your additional services - this third party will gain access to your (demo) account and your personal data via your password. In that case, you yourself are liable for the actions taken through the use of your (demo) account. DB2 therefore strongly advises you when you establish that someone has taken access to your (demo) account to change your password immediately and contact us.

Cross-border processing of personal data

Any transfer of personal data outside the European Economic Area (EEA) to an addressee residing or having its registered office in a country not covered by an adequacy decision issued by the European Commission will be governed by provisions of a data transfer agreement, which will include (i) the standard contractual clauses, as set out in the 'Decision of the European Commission of 5 February 2010 (Decision 2010/87/EC)', or (ii) any other mechanism pursuant to privacy laws or any other regulations governing the processing of personal data.

Update Privacy Statement

DB2 is entitled to update this Privacy Statement by posting a new version on the Website. In this context, it is strongly recommended that you regularly consult the Website and the relevant page on which the Privacy Statement is displayed to ensure that you are aware of any changes.

Other websites

The Website may contain hyperlinks to other websites. Under no circumstances will DB2 be responsible for the privacy policy or practices of any third party.

Complaints

If you have complaints regarding the way DB2 collects, uses and/or processes your personal data, you may submit a complaint to the Privacy Committee.

Contact DB2

If you have any questions about the Privacy Statement or about the way DB2 collects, uses or processes your personal data, please contact us:

- By e-mail: dpo@db2valuecreation.com or
- By post: DB2 Value Creation BVBA, Weststraat 129 C - 9940 Sleidinge (Belgium)