

# Privacy Policy

## 1. Introduction

At Partem LLC the privacy and security of our customers, respondents and visitors are of paramount importance. Partem LLC is committed to protecting the data you share with us. This privacy policy explains how Partem LLC processes information that can be used to directly or indirectly identify an individual (“Personal Data”) collected through use of its website and platform.

For the purposes of this policy, Partem LLC defines the term “User” as an entity with which Partem LLC has an established relationship, the term “Respondent” as any individual who responds to surveys powered by Partem LLC or who is included as a contact in a User’s account and the term “Visitor” as an individual that visits our front-end website.

Any information stored on Partem LLC’s platform is treated as confidential. All information is stored securely and is accessed by authorized personnel only. Partem LLC implements and maintains appropriate technical, security and organizational measures to protect Personal Data against unauthorized or unlawful processing and use, and against accidental loss, destruction, damage, theft or disclosure.

## 2. Collection and use

### 2.1 Website Visitors

If you are a Visitor to our website only, and not a Respondent to a survey or a user of our platform, then this section is relevant for you.

By visiting this website, you consent to the collection and use of your Personal Data as described herein. If you do not agree with the terms set out herein, please do not visit this website. If required by applicable law, we will seek your explicit consent to process Personal Data collected on this website or volunteered by you. Kindly note that any consent will be entirely voluntary. However, if you do not grant the requested consent to the processing of your Personal Data, the use of this website may not be possible.

Partem LLC may collect, record and analyze information of Visitors to its website. Partem LLC may add information collected by way of pageview activity. Furthermore, Partem LLC may collect and process any Personal Data that you volunteer to us in our website’s forms, such as when you register for events or sign up for information and newsletters.

Such Personal Data may comprise your IP address, first and last name, your postal and email address, your telephone number, your job title, data for social networks, your areas of interest, interest in Partem LLC products, and certain information about the company you are working for (company name and address), as well as information as to the type of relationship that exists between Partem LLC and yourself.

Partem LLC gathers data about visits to the website, including numbers of Visitors and visits, Geo-location data, length of time spent on the site, pages clicked on or where Visitors have come.

### **2.1.1 Purpose of processing personal data**

Partem LLC uses the collected data to communicate with Visitors, to customize content for Visitors, to show ads on other websites to Visitors, and to improve its website by analyzing how Visitors navigate its website.

### **2.1.2 Cookies**

If you choose not to accept our cookies, we cannot guarantee that your experience will be as fulfilling as it would otherwise be.

### **2.1.3 Links to other sites**

Please be aware that while visiting our site, Visitors can follow links to other sites that are beyond our sphere of influence. Partem LLC is not responsible for the content or privacy policy of these other sites.

## **2.2 Users**

### **2.2.1. General**

In order to provide services to its Users, Partem LLC collects certain types of data from them. Furthermore, Partem LLC's Users collect information from Respondents when they produce and distribute surveys. This section will describe how these two types of data are collected and used by Partem LLC. Data entered or transferred into Partem LLC by Users such as texts, questions, contacts, media files, etc., remains the property of the User and may not be shared with a third party by Partem LLC without express consent from the User.

### **2.2.2 Collection of User data**

During a User's request, they provide information such as name, email, address, telephone and other relevant data. This information is used by Partem LLC to identify the User and provide them with a support, services, mailings, sales and marketing actions, billing and to meet contractual obligations. This data is also used for conversion rates to measure success of our marketing strategy.

Partem LLC will not retain User data longer than is necessary to fulfill the purposes for which it was collected or as required by applicable laws or regulations.

### **2.2.3 Processing in the European Economic Area (EEA)**

For Users with accounts located in Partem LLC's European Data Region, all processing of Personal Data is performed in accordance with privacy rights and regulations following the EU Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 (the Directive), and the implementations of the Directive in local legislation. From May 25th, 2018, the Directive and local legislation based on the Directive will be replaced by the Regulations (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of Personal Data and on the free movement of such data, known as the General Data Protection Regulation (GDPR), and Partem LLC's processing will take place in accordance with the GDPR.

#### **2.2.4 Controller**

All data collected by Partem LLC Users through forms will be stored exclusively in secure hosting facilities. Partem LLC has a data processing agreement in place with its provider, ensuring compliance with the Directive. All hosting is performed in accordance with the highest security regulations. All transfers of data internally in the EEA is done in accordance with this data processing agreement.

### **3. Acceptance of these Conditions**

We assume that all Visitors of our website, user of materials powered by Partem LLC and users Partem LLC's platform have carefully read this document and agree to its contents. If someone does not agree with this privacy policy, they should refrain from using our website and platform. We reserve the right to change our privacy policy as necessity dictates. Continued use of Partem LLC website and platform after having been informed of any such changes to these conditions implies acceptance of the revised privacy policy.

### **4. Our Legal Obligation to Disclose Personal Information**

We will reveal a user's personal information without his/her prior permission only when we have reason to believe that the disclosure of this information is required to establish the identity of, to contact or to initiate legal proceedings against a person or persons who are suspected of infringing rights or property belonging to Partem LLC or to others who could be harmed by the user's activities or of persons who could (deliberately or otherwise) transgress upon these rights and property. We are permitted to disclose personal information when we have good reason to believe that this is legally required.