

## 01 **General provisions**

This Privacy Policy is a legally binding document, which constitutes an integral part of the Terms of Use of web-site qudearchitects.com, and aimed to regulate relationships between Owners and Users of web-site and contains the scope of confidential information, the methods for its collection, storage, processing, disclosure, analysis, ensuring security during the use of web-site. It is strongly recommended for Users to read carefully the following Privacy Policy before they start usage of web-site, as well as its content, or other related products. By using the mentioned products, you acknowledge your consent to use web-site in accordance with this Privacy Policy. If Users do not accept fully or partially the terms herein, they should terminate or not to start the usage of web-site.

## 02 **List of confidential information**

The personal information that is collected, stored or processed in the course of using the website includes the following types of information:

- Contact Information. It includes, in particular: mobile phone number, e-mail address, name and surname of the User, with which the User can identify himself and leave an application / submit a resume on the website.
- User information. It includes, in particular: any information that is created and uploaded directly by the User, transmitted and received, distributed in one way or another by the User in the process and through the use of the website, as well as directly information about the User.
- Materials of third parties. It includes, in particular: data, products, content, intellectual property created, published or otherwise originating from third parties other than the User and/or the Website Owner.
- Information about the User/User account. It includes, in particular: information that is somehow obtained / collected about IP addresses, types of devices from which the website is used, time and frequency of visits to the website, geolocation of the User and devices, metadata, reviews, feedback , posted by the User, received from other Users / third parties of the content.

## 03 **Purposes of information collection**

Information is collected to ensure:

- performing tasks from the User;
- detecting, investigating, combating fraudulent, unauthorized or otherwise illegal activity within and in connection with the use of the website;
- providing technical support to Users in the process of using the website;
- website administration;
- enforce the Website Terms of Use;
- analytics of accumulated, depersonalized and anonymized information to improve and optimize the quality of the service, the results of which can be used by the Website Owner to optimize the website and improve the service provided.

At the same time, the Website Owner undertakes to obtain from the User a full, express and exhaustive consent to the collection and processing of the requested data.

By using the website and setting appropriate tasks on the website, including data transfer tasks, the User expresses his full and complete consent to the collection and processing of the above personal data of the User.

By accepting these Privacy Terms, the User acknowledges and agrees that the data listed above will be collected, processed and stored on the servers of the Website Owner. Collection, storage, processing or any use of information for purposes other than the purposes provided for in these Privacy Terms is strictly prohibited. No one may distribute, publish or otherwise use the User's information in any way that violates or potentially violates the rights of third parties or other Users.

## 04 **The moment of data collection**

The website Owner collects information at the time of:

- direct use by Users of the website interfaces;
- creating, downloading and transferring data between Users or carrying out other communications with their participation;
- communication between the User and the Owner of the website through the website.

## 05 Disclosure of *personal data*

The Website Owner reserves the right to disclose the personal data of its Users to the following persons:

- third parties who are partners of the Website Owner and assist in the provision of the service (maintenance, support, database management, etc.). At the same time, the information is disclosed solely for the purposes of providing the service, and the persons to whom it becomes available undertake not to disclose or use it outside of these Privacy Terms;
- to representatives of public authorities in response to their duly executed and substantiated request in connection with the conduct of official procedures, investigations, if the obligation to disclose information is provided for by applicable law;
- professional advisers (lawyers, auditors, etc.) for the purposes of independent audit and corporate governance.

## 06 Disclosure, transfer, exchange of *personal information*

Occurs only with the full, explicit and exhaustive consent of the User. The user has the opportunity at any time to prevent, stop the further transfer, exchange of personal information.

## 07 Storage and *data security*

The website Owner takes all necessary and objectively reasonable measures to protect user information from leakage, loss, illegal and unauthorized use. However, the User must also be aware that the website is in open online access, and therefore may be subject to cyber attacks, viruses and other similar negative phenomena, which does not guarantee the User the absolute security of the service used; the website is used by him at his own risk and the Website Owner does not bear any responsibility for harm / damage resulting from threats to information and cyber security. The User is also aware that the applicable information security and data protection measures do not guarantee the absolute protection of any transmitted information. The Website Owner is also not responsible for the actions of third parties to whom the User discloses or otherwise transmits information. Since the website operates globally, the User acknowledges and agrees that personal information can be transferred to devices located in any other country in the world, and with different levels of data protection. By using the website, the User acknowledges and consents to such data movement.

## 08 Change of *personal data*

Users have the right to change, update, correct and delete personal information through the website at any time. The User agrees that after the deletion of their data / content - copies of such data may continue to be stored on the server as a result of data backup for some time. However, the Website Owner is under no obligation to retain such data after the termination of these Privacy Terms and the User is aware that upon termination of the use of the service, its data and content may not be retained.

## 09 Cookies

Cookies-files can be used to monitor website usage and web traffic in order to optimize and improve the service. The User is aware that cookies may collect certain personal information about Users, including information about the IP-addresses of Users, information about the types of devices, operating systems used, the time and frequency of receipts.

The user can change his browser settings to block the automatic use of such cookies. The collected information can be used solely for the analytics of the accumulated, depersonalized and anonymized information, the results of which can be used by the Website Owner to optimize the functionality of the website and improve the service provided. Rejecting cookies, however, may affect your ability to access certain features of the website.

## 10 Changes to the *Privacy Policy*

The website Owner reserves the right to revoke these Privacy Terms at any time, make changes, additions to them without the prior consent of the Users or their prior notification.

In the event that certain provisions of these Privacy Terms are declared invalid, or their invalidity within a particular jurisdiction, this does not entail the invalidation of the Privacy Terms as a whole, as well as the invalidity of their individual provisions within specific jurisdictions.

From the moment the relevant changes to these Privacy Terms are made, they are subject to publication on the platform where the website is located, as well as an indication at the top of the text, as of the date of the update.

## 11 **Feedback**

If the User has any questions regarding this Privacy Policy, the operation of the website or interaction with the website, the User may contact the Website Owner, by e-mail: [qudearchitects@gmail.com](mailto:qudearchitects@gmail.com)