### **Data Protection Notice**

#### The data controller:

Ilda Digital Limited Liability Company as Data Controller

Page | 1

Registered office.

Company registration number: 17 09 013512

Tax number: 32162899217

E-mail: nora.nemet@ilda.digital

Phone number: +36303382503

## Purpose of data processing:

Processing the data of persons who wish to contact the data controller via the website.

The website administrator processes the name, e-mail address, telephone number, company name and position of the natural person who wishes to contact the website administrator for the purpose of concluding a contract. This processing is also lawful if it is necessary to take steps at the request of the data subject prior to the conclusion of the contract.

Recipients of the personal data: employees of the website administrator performing customer service tasks. Duration of processing of personal data: 3 years after the termination of the contract.

#### Data processing related to the newsletter service

The Company operates a newsletter system to keep interested parties informed, in connection with which the personal data (full name, e-mail address, telephone number, company name and position) provided at the time of registration on the website are processed with the prior written consent of the newsletter recipient.

The data subject may unsubscribe from the newsletter at any time by e-mail, and the Company will delete his/her data immediately upon request, but within 10 working days at the latest.

The natural person who registers for the newsletter service on the website may give his/her consent to the processing of his/her personal data by ticking the box for consent to the processing of data.

Purpose of the processing of personal data:

- 1. sending newsletters about the Company's products and services
- 2. Knowledge sharing on the subject of reports

Legal basis for processing: the data subject's consent.

Page | 2

Recipients and categories of recipients of personal data: employees of the Company performing tasks related to customer service and marketing activities, employees of the Company's IT service provider as data processors for the purpose of providing hosting services.

Duration of the storage of personal data: until the newsletter service is provided, or the data subject's consent is withdrawn.

# Community Policy / Data Processing on the Company's Facebook, Linkedin and Instagram pages

The Company maintains Facebook, Linkedin and Instagram pages for the purpose of communicating and promoting its products and services.

The Company does not process personal data posted by visitors to the Company's Facebook, Linkedin and Instagram pages.

Visitors are subject to the Privacy and Terms of Service of Facebook, Linkedin and Instagram.

In the event of publication of illegal or offensive content, the Company may exclude the person concerned from membership or delete his/her posts without prior notice.

The Company is not responsible for any illegal content or comments posted by Facebook, Linkedin and Instagram users. The Company shall not be liable for any errors, malfunctions or problems arising from the operation of Facebook, Linkedin and Instagram or from changes in the operation of the system.

## Data processing for direct marketing purposes

The scope of personal data that the Company may process for the purpose of direct marketing communications: the name, telephone number, e-mail address, company name and position of the natural person.

The purpose of the processing of personal data is to carry out direct marketing activities related to the Company's activities, i.e. sending advertising publications, newsletters, current offers in electronic form (e-mail) on a regular or periodic basis to the contact details provided at the time of registration.

Legal basis for processing: the data subject's consent.

Recipients or categories of recipients of personal data: employees of the Company performing customer service tasks.

Duration of storage of personal data: until consent is withdrawn.

Page | 3

#### **DATA PROTECTION**

In the operation of our IT systems, we will ensure, through the necessary access control, internal organisation and technical solutions, that your data cannot be accessed by unauthorised persons, nor can unauthorised persons delete, extract or modify your data. We also enforce data protection and data security requirements with respect to our data processors. We keep records of any data protection incidents and, where necessary, inform the data subject of any incidents that occur, where required by the Regulation.