

## Privacy Policy of Ubimax

*Last modified: 02.09.2020*

Ubimax takes the protection of your personal data very seriously. Ubimax treats your personal data confidential and in accordance with the statutory data protection regulations and this data protection declaration. This data protection declaration applies to our software and services. It explains the type, purpose and scope of data collection within the scope of the respective use. Ubimax would like to point out that data transmission over the internet may have security gaps. It is not possible to completely protect data from access by third parties. If you wish to exclude the processing of personal data, Ubimax asks you to create your user account anonymously.

### Responsible body

"Responsible party" is the party that collects, processes or uses personal data (e.g. names, e-mail addresses or similar). The responsible body for data processing within the scope of our software and services is:

Ubimax GmbH  
Hoerneckestraße 25-31  
28217 Bremen  
E-mail: [datenschutz@ubimax.com](mailto:datenschutz@ubimax.com)

This Privacy Policy contains links to sites and information that are not under Ubimax' direct control. These links are therefore subject to change and Ubimax will review and update this Privacy Policy periodically to reflect such changes.

### Information processed by us

Ubimax collects, stores and processes different categories of personal data. Personal data is data that allows conclusions to be drawn about your person.

In providing you with our services, Ubimax will as an example process the following personal data categories from you:

- **Data that you communicate to us:**  
To use Ubimax services, users must first register on our platform. For this purpose, Ubimax asks users to enter any personal data that may be required. These can include for example your name, your e-mail address, your telephone or fax number, which are stored in connection with your account.
- **Data that Ubimax receives as a result of your use of our software:** Ubimax collects information about the services you use and the way you use them, for example, when you create workflows. This data includes:
  - **Usage statistics**, such as the length of time spent on specific content, frequency and length of software usage;

- **Device-related information;**

Ubimax collects device-specific information, such as the model of the hardware you are using, the version of the operating system, unique device IDs and information about the system-related processes used. Ubimax links your device identifiers or telephone number with your Ubimax account if necessary.

- **Location-related information**

- When you use Ubimax services, Ubimax may collect and process information about your actual location. Ubimax uses various technologies to determine your location, such as IP addresses, GPS and other sensors that provide Ubimax with information about nearby devices, WLAN access points or mobile phone masts, for example.

- **Local storage**

Ubimax may collect and store information (including personal data) locally on your device using mechanisms such as your browser's web memory (including HTML 5) and application data caches.

This information is by default stored anonymously only, unless the user actively provides other personal data such as e-mail, name, etc. within the software.

The data Ubimax collects when the user is logged into its Ubimax account and the data Ubimax receives about the user from partners such as resellers can be linked to your account. The data linked to your Ubimax account is treated by Ubimax as personal data.

### **How Ubimax uses the information Ubimax collect**

Ubimax uses the data processed within the framework of our software to provide, maintain, protect, and improve our software, to develop new software and to protect itself and our users.

Ubimax also uses the data to improve the user experience, enhance the offer, content and functionalities, evaluation of user behavior, measurement of success of content and functions within the software, individualization of the user experience, individualized service, contact and communication.

When you get in contact with Ubimax outside the software, Ubimax may process your communication data as may be provided by you to resolve your request, including audio and image data, or problems.

Ubimax may also send you information about your use of our services, including information about upcoming changes or improvements, using your e-mail address.

Ubimax uses information collected through cookies and other technologies to improve your user experience and the overall quality of our services. For example, storing your preferred language setting allows us to display our services in your preferred language.

### **User's rights as a Data Subject**

You may contact us (e.g. at [datenschutz@ubimax.com](mailto:datenschutz@ubimax.com)) in order to exercise the following rights to the extent you are entitled to so under applicable law or in case of any questions:

- You may access your personal data to check and review such data;
- You may request a copy of your personal data;
- You may demand that Ubimax supplements, corrects or deletes your personal data; or ceases or restricts the collection, processing, use or disclosure of your personal data; the right of rectification also comprises the right to have incomplete personal data completed, including by means of providing a supplementary statement;
- You may object to the processing of your personal data;
- You may request to receive your personal data in a structured, commonly used and machine-readable format and – subject to your acquisition of the respective copyrights or other required rights – have it transmitted to another controller, provided that the processing is based on your respective consent or to execute a contractual relationship or a relationship prior to entering into a contract with you;
- You have the right to lodge a complaint with a supervisory authority in relation to the processing of your personal data. In order to file a complaint, please contact the supervisory authority competent for your place of residency or alternatively, you may contact "Der Landesbeauftragte für Datenschutz und Informationsfreiheit, Arndtstraße 1, 27570 Bremerhaven".

Your request will be promptly attended to by a member of our team. Ubimax may request your name, email address, and/or account information in order to verify your request.

Pursuant to the California Consumer Privacy Act ("CCPA"), you have a right to not receive discriminatory treatment for exercising your privacy rights. You may also designate an authorized agent to make a privacy request on your behalf.

Ubimax does not sell your personal information to third parties, as that is defined under the CCPA.

### **Recipients**

Ubimax' employees, who administer, maintain and further develop Ubimax' website, products and services will receive access to your personal data. To that end, Ubimax has strong technical and organizational security measures to protect personal data against unauthorized disclosure to third parties and to ensure that only relevant individuals, who act within their job description and have a need-to-know interest in accessing any of your personal data, will have access to the data for which they have sufficient clearance.

If you use Ubimax' product, contact us through the contact, support, and feedback features, and/or if you request a quote, Ubimax' employees that are responsible for the respective service will receive access to your personal data.

If you purchase a Ubimax product, Ubimax employees concerned with processing such transactions will receive access to your data. Ubimax also uses the services of third-party payment token providers.

Finally, Ubimax uses external third-party service providers to help operate its business, such as providers of IT operation and maintenance services, (cloud) storage service providers and providers of (cloud) collaboration tools. Examples include Microsoft Azure.

All mentioned third-party providers and employees of such providers may receive access to personal data through the service they provide.

Ubimax chooses all third-party service providers with due care, obligates them to confidentiality, and concludes data processing agreements with them in accordance with the standards of the GDPR. Should you have any questions about third parties Ubimax uses, please contact us at [datenschutz@ubimax.com](mailto:datenschutz@ubimax.com).

In addition, for the purpose of integrating services into our website, employees of the providers of social plugins and integrated services, may receive access to your personal data. Please note that such data processing conducted by social plugin providers and integrated service providers is subject to those providers' privacy policies and generally beyond Ubimax' control.

Ubimax will generally not transfer your personal data outside the EU and/or EEA. However, there are some exceptions to this rule, which include data transfers (i) to the USA, and (ii) for group internal IT services provided from outside the EU, including USA and Mexico. Ubimax will otherwise transfer your personal data only when required to do so by law or in case of orders from a competent authority.

Whenever Ubimax transfers your personal data out of the EU or the EEA to countries that do not have an adequate level of data protection recognized by the EU, Ubimax will apply safeguards to adequately protect your personal data. In particular, Ubimax will conclude model contracts with corresponding entities and rely on the EU-U.S. Privacy Shield Framework for certain transfers into the USA. Please refer to [https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en) to obtain further information on the Standard Contractual Clauses for the transfer of personal data to processors established outside the EU or EEA, or to <https://www.privacyshield.gov/EU-US-Framework> to obtain further information on the EU-U.S. Privacy Shield Framework.

Ubimax will not share your personal data with local authorities or courts except where Ubimax is required to do so by applicable law, a court order or a legally binding injunction.

## **Data security**

Ubimax protects itself and its users from unauthorized access to or unauthorized modification, transfer or destruction of data, including:

- **Encryption:** Our software uses encryption for reasons of security and to protect the transmission of confidential content, such as the requests you send to us as the software operator or communication between software users. This encryption is intended to prevent unauthorized third parties from being able to read the data that you transmit or receive;
- Ubimax reviews its collection, storage and processing practices, including physical security measures, to protect against unauthorized access to systems;
- Ubimax restricts access to personal information to those employees and contractors of Ubimax who need to know that information to process it for us and who are under strict confidentiality obligations and may be subject to disciplinary action or termination if they fail to comply with these obligations.

## **Scope of the privacy policy**

Unless a separate Privacy Policy is provided for an Ubimax product, this product privacy policy applies to all software and services offered by Ubimax.

Our privacy policy does not apply to software and services offered by other companies or individuals, including products that Ubimax resells or rents to the user as part of our offerings. Our privacy policy does not cover the handling of information by other companies or organizations that advertise our software and services and may use cookies, pixel tags and other technologies to provide and offer relevant advertisements.

## **Right of appeal to the competent supervisory authority**

Ubimax would like to point out that you have a right of appeal to the responsible supervisory authority in the event of data protection violations. The competent supervisory authority in data protection matters is usually the data protection officer of the federal state in which our company has its headquarters.

A list of the data protection officers and their contact details can be found at the following link:

[https://www.bfdi.bund.de/DE/Infothek/Addresses\\_links/addresses\\_links-node.html](https://www.bfdi.bund.de/DE/Infothek/Addresses_links/addresses_links-node.html)

The Data Protection Commissioner for the Federal State of Bremen is: Freie Hansestadt Bremen  
Die Landesbeauftragte für Datenschutz und Informationsfreiheit  
Arndtstr. 1  
27570 Bremerhaven  
fax: 0421/496-18495  
e-mail: office@datenschutz.bremen.de

## **Changes**

Our privacy policy may change from time to time. Any changes to the privacy policy will be published by Ubimax to our users. If the changes are material, Ubimax will provide a more prominent notification (including, in the case of certain services, an e-mail notification of the changes to the Privacy Policy). Ubimax will also keep older versions of this Privacy Policy in an archive for your review.

## **Legal framework for data transfers**

Data protection laws vary from country to country and some offer more protection than others. Regardless of where your data is processed, Ubimax applies the same safeguards described in the privacy policy. Ubimax also complies with certain legal frameworks on data transfers, such as the European framework described below.

The European Commission has found that certain countries outside the European Economic Area (EEA) provide adequate protection for personal data. The current Adequacy decisions of the European Commission can be found [here](#). When transferring data from the EEA to other countries, such as the United States, Ubimax comply with legal frameworks that ensure a level of protection equivalent to that provided by EU law.