# Privacy notice

Version 1.0



## Introduction

We respect the privacy of website visitors and ensure that the personal information you provide is treated confidentially. The processing of personal data has been carried out in a manner that complies with the requirements of the Personal Data Act.

# Purpose and Usage

#### Purpose for the processing

The legal basis for the processing of the personal data in the above services is either through an agreement with you, a legitimate interest we have or that we have obtained your consent. If the service is to be used by children under the age of 13, consent from the guardians is required.

#### Marketing

We collect and use your personal data for different purposes depending on who you are and how we get in touch with you. For the promotion of our services/products and information about our business, we collect and store personal data for newsletters, Google Adwords and social media advertising, among others. The processing of your personal data for marketing purposes takes place on the basis of an agreement with you, a legitimate interest we have or we have obtained your consent. We use personal data to provide you with, for example, the following services, depending on your agreement with us or what you have consented to:

#### Our newsletter

Used to promote our services/products and inform about our business. All mailings contain an unsubscribe link. For this we use email addresses and names, and sometimes we will also know your interests and your location.

#### Social media

We may use Facebook, LinkedIn and other social media to promote our services/products. Most often, we will not use your personal data for such purposes, but where we do so we will only share names, email addresses and in some cases mobile numbers with these actors. Our website may contain buttons to share content on social media. These buttons are created with code provided by the channel itself. This code leaves a cookie in your browser unless you have closed for such use. Feel free to read more about privacy on Facebook, Instagram, and YouTube. Keep in mind that you can manage your own relationship and the processing of your personal data they make directly with these actors.



## Google AdWords

Used to promote our services/products on the Google ad network. The cookie on our website gives us insight into how visitors use the site, etc., through Google Adwords ads. This information will be used for optimisation and to offer you more relevant ads in the future. You can read more about cookies further down in this privacy statement.

#### Our website

Used to provide information about our services/products and inform about our business. On our website, general information about the visitors is recorded. In this context, in particular, the IP address of the computer, the username, the time of visit and data from the browser of the visitor are recorded.

#### Google Analytics

We use Google Analytics to track how visitors use our website and how effective our digital ads on Google Adwords or other digital channels are. Please read Google's privacy or other information policy, as well as specific information about Google Analytics.

#### Retargeting

Can be used if you have allowed such cookies in your browser. This type of advertising makes it possible to show specific advertisements to visitors who have left cookies on our website. You can read more about cookies further down in this privacy statement. Other marketing services can be used. In the event, we will provide you with information about this and obtain your consent before using your already registered personal data.

#### Cookies

We use cookies. A cookie is a small file that contains data from this website and is stored by the browser on the hard drive of your computer. We use cookies to remember your preferences and preferences. You can disable cookies through your browser.

Through our website, cookies are placed by the US company Google, as part of their "Analytics" service. We use this service to keep track of and to get reports on how visitors use the website. Google may transfer this information to third parties if required by law or if third parties process the information on Google's behalf. We have no influence over this.

What personal data do we process about you for marketing purposes?



We only process personal data necessary to provide you with the above services, and we will obtain your consent where we have no other basis for using your information. We handle your personal data with due care, and we will choose our partners carefully and expect them to also provide good and safe privacy. You have the right to know who receives your personal data and which.

## Data controller

Sariba is the data controller for the processing of the personal data we receive about you.

#### Sariba AS

Storgata 17

0184 Oslo, Norway

Phone: +47 22 41 08 10

E-mail: info@sariba.com

## DPO

If you have any questions about our handling of your data, you are welcome to contact our DPO by email dpo@sariba.com.

# Storing of your personal information

We store your personal information for as long as there is a legal need for it, and we delete it when it is no longer needed. The period depends on the nature of the information and the reason for keeping it. It is therefore not possible to specify a general time frame for when information is deleted.

# Your rights

Under the Data Protection Regulation, you have a number of rights in relation to our processing of information about you. If you want to make use of these rights, please contact our DPO.

#### The right to access information (right of access)

You have the right to access the information we process about you, as well as a number of additional information.



## The right to correct information (right to rectification)

You have the right to have incorrect information about yourself corrected.

#### The right to have information deleted (right to be forgotten)

In special cases, you have the right to have information about you deleted.

#### The right to have the processing restricted (right to restriction of processing)

In certain cases, you have the right to have the processing of your personal data restricted.

## The right to object

You have the right to object to our processing of your personal data.

#### The right to transmit information (right to data portability)

In certain cases, you have the right to receive your information in a structured, commonly used and machine-readable format and to have this personal information transferred from one data controller to another without hindrance.

# Records of processing activities

We keep, to the extent relevant, records of processing activities under Article 30 of the Data Protection Regulation.

# Complaints to the Supervisory Authorities

You have the right to lodge a complaint with the Supervisory Authorities if you are dissatisfied with the way we process your personal data.

