21.11.2024 10:20 1/2 Privacy Policy

# **Privacy Policy**

Effective date: 01.03.2024.

This privacy policy will explain how we do not use the personal data and that we do not collect any data from you when you use our website.

Topics:

What data do we collect?

We do not collect any data from you.

How do we collect your data?

We collect your data only if you share via newsletter, contact and support form.

How will we use your data?

We do not use your data for anything. You own your data. You can unsubscribe from our newsletter whenever you want.

How do we store your data?

We won't track your information. We use self-hosted and third party service providers.

**Self-hosted tools:** - Nextcloud a suite of client-server software for creating and using file hosting services. - Jitsi Meet a collection of free and open-source multiplatform voice and video conferencing. - Matomo an open source, privacy-focused alternative to Google Analytics. - Uptime Kuma A self-hosting monitoring tool.

**Third party service providers:** - HotJar for analytics - HotJar Privacy policy - Atlassian: Jira Service Desk for SLA and Help Desk, Statuspage, Jira and Confluence - Atlassain Privacy Policy - Vimeo demo and product promotion videos - Vimeo Privacy policy - Gitlab source code repository, time tracking, code review - GitLab Privacy statement - GitHub source code repository, time tracking, code review only for community edition - GitHub Privacy Statement - OVHCloud email and domain - OVHCloud Privacy statement - Xolo.io compliance, invoicing, tax reporting, etc. - Xolo Privacy policy

**Virtual Private Server provider:** - OVH HOSTING LIMITED, server hosted in Germany - OVH Term and Conditions - AWS Amplify, server hosted in Germany - AWS Amplify Privacy policy

#### Marketing

We use our own hosted Matomo as an anonymous analytics platform and CRM Mautic newsletter tools for generating leads, promoting campaigns, and generating sales.

What are your data protection rights?

Every user is entitled to the following:

Last update: 15.10.2024 09:55 pub:trust center:policies:privacy policy https://handbook.unicis.tech/pub:trust center:policies:privacy policy

The right to access - You have the right to request Unicis for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Unicis correct any information you believe is inaccurate. You also have the right to request Unicis to complete the information you believe is incomplete.

The right to erasure – You have the right to request that Unicis erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Unicis restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to Unicis's processing of your personal data, under certain conditions.

The right to data portability – You have the right to request that Unicis transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us via Right to Erasure Request Form.

#### Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

We use cookies only for the newsletter, contact form and video.

### Privacy policies of other websites

If our website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## Changes to our privacy policy

We keep our privacy policy under regular review by applying privacy by default and by design approach.

How to contact us

Contact form.

privacy, policy, protection, data-protection, GDPR, data, collection, RoPA, DPIA, data, erasure-request

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Last update: 15.10.2024 09:55