

# Personal data protection policy

Updated on June 1<sup>st</sup>, 2021

Thank you for visiting the website (hereinafter referred to as the “**Website**”) and for your interest in our services.

The protection and confidentiality of personal data is essential, and we attach great importance to respecting the privacy and confidentiality of users (hereinafter referred to as the “**Users**” or “**You**”).

The purpose of this personal data protection policy is to inform You about the ways in which we collect, use and disclose any Data You may provide to us via this Website.

This policy describes how Users’ Data are processed.

We invite You to carefully read this personal data protection policy before disclosing any Data via this Website.

Users are likely to voluntarily provide the Marketer and Splio with personal data about You such as last name, first name, email address, profile picture, authentication information (hereinafter referred to as “**Data**”) by filling out the forms or questionnaires on the Website. This Data may undergo automated or manual processing, pursuant to French law No. 78-17 of 6 January 1978, as amended, relating to data processing, data files and individual liberties; (hereinafter referred to as the “**Data Protection Law**”) and to the General Data Protection Regulation [(EU) 2016/679 of 27 April 2016] (hereinafter referred to as the “**GDPR**”), or to any other applicable national data protection and privacy laws and regulations (hereinafter referred to as the “**Applicable Data Protection Regulation**”) that may apply to Splio’s subsidiaries.

Data means all the information that You provide to us, either directly or indirectly, when browsing our Website, through cookies if You have previously accepted them, and which allows us to identify You and provide You with the best possible experience.

## 1. USE OF YOUR DATA

### 1.1. The Marketer as Data Controller

Within the meaning of the Applicable Data Protection Regulation, the Data Controller is the Marketer.

It is the responsibility of the Marketer to outline a Data management policy in compliance with Applicable Data Protection Regulations.

## **1.2 Splio as Data Processor**

Splio Group [*shall mean Splio SAS, registered in Paris under number 434 533 071, with head office located at 27 boulevard des Italiens, 75002 PARIS, France, and any company in which it holds, directly or indirectly, the majority of the capital or voting rights*] (hereinafter referred to as “**Splio**”) considers that the protection and confidentiality of your Data are essential, and attaches great importance to the respect and confidentiality of its Users’ privacy.

Splio processes your Data as a Data Processor under Article 28 of the GDPR, and under a services contract signed with each Marketer.

Splio Referrals is a SaaS solution (hereinafter referred to as the “**Platform**”) available to its Clients, physical brand and/or e-commerce website (hereinafter referred to as the “**Marketer**”) to create and autonomously manage referral campaigns to acquire new customers.

Splio has appointed a Data Protection Officer, who can be contacted at the following address: [DPO@splio.com](mailto:DPO@splio.com)

## **1.3. Purposes of data processing and legal basis**

The use of the Platform by the Marketer implies the management of Data by the Marketer, in particular Data concerning its referrers (godfathers) and individuals (godchildren) solicited in the context of referral operations carried out by the Marketer via the Platform.

As part of this Data collection and processing, of which the terms and purposes are defined by the Marketer, Splio acts as a technical service provider & data processor.

The Data collected are used exclusively for the purpose of the referral operations carried out by the Marketer, and is processed, recorded and stored in compliance with the legal provisions in force.

The legal basis for such Data processing is the SaaS Services Agreement (hereinafter the “**Agreement**”) signed between Splio and the Marketer (which is the Client of Splio), and the Users’ consent.

## **1.4. Data retention**

We will only retain your Data for as long as is necessary to perform our services, or as required by law. After this period, your Data will be deleted. We may not delete your Data in cases where we are legally obliged to retain it, for instance if required by accounting law or any other legal obligation (e.g.: in the framework of an on-going contractual relationship).

### **1.5. Recipients of your Data**

The Data provided is intended for the Marketer.

By filling in the forms or questionnaires on the Website, You agree – subject to the exercise of your right to object under the conditions defined below – that your Data (and possible updates) is disclosed to the following recipients: the Marketer's marketing department (so they can respond to your requests), as well as Splio's own IT department as part of the Platform's management operations.

The Marketer will not transfer your Data to recipients other than those specified above in the Sub-processors section, which include Splio. Furthermore, the Marketer will not sell your Data.

Your Data will not be disclosed to third parties or entities unless otherwise required by applicable law.

**1.6.** As Data Controller, the Marketer undertakes to fulfil all obligations imposed by the Applicable Data Protection Regulation.

In particular, the Marketer undertakes to:

- delete Data within a reasonable period of time, given the intended purpose of the processing;
- implement – taking into account the state of knowledge, costs of implementation and the nature, scope, context and purposes of the Data processing as well as potential risks – the appropriate technical and organisational measures to guarantee an adequate level of security to ensure the protection of the Data and, in particular, to prevent it from being distorted, damaged or accessed by unauthorised third parties.

Regarding the referrer (godfather):

- to use only the Data of persons who have expressly consented to its use, in the framework of the referral programmes managed via the Platform;
- to provide them with all the information required by applicable laws and regulations (and in particular articles 32 et seq. of the Data Protection Law, as well as article 13 of the GDPR).

Regarding the recruited individuals (godchildren):

- to inform them, upon initial contact, of the first and last names of their referrer, whose initiative led to their Data being used;
- to provide them with all the information required by applicable laws and regulations (and in particular articles 32 et seq. of the Data Protection Law, as well as article 14 of the GDPR).

Splio shall not be held liable, and shall not give rise to any compensation in case of breach by the Marketer of its obligations pursuant to the above-mentioned regulations.

### 1.7. As a Data Processor , Splio undertakes:

- to process Data solely according to the Marketer's instructions, including with regard to Data transfers;
- not to exploit or use the Data collected – or received for the performance of the Contract – to serve its own needs and/or on behalf of third parties;
- to ensure that staff authorised to process the Data are committed to confidentiality and bound by an adequate legal duty of confidentiality;
- to implement – taking into account the state of knowledge, costs of implementation and the nature, scope, context and purposes of the Data processing as well as potential risks – the appropriate technical and organisational measures guarantee an adequate level of security to ensure the protection of the Data and, in particular, to prevent it from being distorted, damaged or accessed by unauthorised third parties;
- to sign a contract with its own subprocessor (s) that outlines their obligations, pursuant to this section;
- to implement organisational measures enabling the Data Controller to respect the rights of data subjects, including their right to access personal Data, the right to rectify, restrict or delete their Data, or to obtain the blocking of the processing of their Data, as well as the right to challenge decisions based on profiling;
- to assist the Data Controller in fulfilling its obligations to data subjects, as well as its security and Data breach notification obligations;
- to delete Data to which it has had access and destroy any existing copies as soon as access to the Data is no longer necessary;
- to provide the Data Controller with all necessary information to demonstrate compliance with the aforementioned obligations, and to allow audits to be carried out.

## 2. HOW TO EXERCISE YOUR RIGHTS TO YOUR DATA

In accordance with the Data Protection Law and the GDPR (or any applicable local regulation), You may access your Data at any time, have it rectified, restricted or oppose its processing.

You may, at any time, request the deletion of Your Data.

You may, at any time, request the portability of Your Data.

You may also, at any time, object to Your Data being disclosed to third parties, or to being used by the Data Controller for commercial purposes, in accordance with the conditions set out above.

You have the right to outline guidelines concerning your Data in the event of your death.

Your request should be addressed to the Data Controller's Data Protection Officer.

These rights may be limited, for example, if You request to delete Data that we are legally obliged to retain.

You have the right to lodge a complaint to the French Data Protection Authority (Commission Nationale de l'Informatique et des Libertés – CNIL), on its website [www.cnil.fr](http://www.cnil.fr). or to a local Data Protection Authority.

### **3. SUB-PROCESSORS**

The current Sub-processors are as follows:

#### **3.1. Authorised service providers**

We work with authorised service providers to deliver our services. The legal basis for using our sub-processors' services is a legitimate interest within the meaning of Art. 6, paragraph 1, letter f of the GDPR. This legitimate interest relates to the pursuit of our business objectives, in particular the provision of the services as described in the present Personal Data Protection Policy.

#### **3.2. Hosting**

All Data uploaded online via the Platform is stored on servers located in France. The Platform is hosted in Paris by the company IKOULA.

#### **3.3. Sending emails and SMS**

For sending emails and SMS, we use the services of MAILJET, hosted in France.

### **4. SECURITY, CONFIDENTIALITY AND INTEGRITY**

Pursuant to Applicable Data Protection Regulation, the Marketer shall implement all necessary technical and organisational measures to guarantee the security and confidentiality of the Data collected and processed, and in particular to prevent this Data from being distorted, damaged or disclosed to unauthorised third parties, this includes ensuring an adequate level of security for the risks associated with the processing and the nature of the Data to be protected, taking into account the level of technology and implement costs.

### **5. COOKIES on the Referrals Platform**

Our Website uses technologies known as "Cookies", which are text files stored on your hard drive for later retrieval.

There are different types of cookies:

- Session Cookies, which disappear as soon as you leave the Website;
- Permanent Cookies, which remain on Your device until their lifetime expires or until You actively delete them through Your browser's settings.

Please be informed that, during Your visits to the Website, Cookies may be installed on Your device. These files enable us to simplify and personalise Your connection to our Website.

<b>Name &amp; type of Cookie or other similar tracers</b>	<b>Source (entity issuing the Cookie) of the Cookie or other similar tracers</b>	<b>Category of the Cookie or other similar tracers</b>	<b>Purpose of the Cookie or other similar tracers</b>	<b>Lifetime of the Cookie or other similar tracers</b>	<b>Consent required or not</b>
<i>CookieConsent</i>	CookieBot	Strictly necessary Technically essential	Save the User's consent	6 months	No
<i>Elementor</i>	Elementor.com	Strictly necessary Technically essential	Display the visual elements of the website	6 months	No
<i>Li_gc</i>	linkedin.com	Social media cookies	LinkedIn interaction	6 months	Yes
<i>Rc::a</i>	google.com	Strictly necessary Technically essential	ReCaptcha Validation	6 months	Non
<i>Rc::c</i>	Google.com	Strictly necessary Technically essential	ReCaptcha Validation	Session	No
<i>Lang</i>	Linkedin.com	Audience measurement (Analytics) [strictly necessary as the sole purpose is to enable or facilitate communication by electronic means].	Select the LinkedIn display language	Session	No
<i>Loglevel</i>	splio.com	Audience measurement (Analytics) [strictly necessary as the sole purpose is to enable or facilitate communication by electronic means].	Save settings	6 months	Yes

<i>Pll_language</i>	Splio.com	Audience measurement (Analytics) [strictly necessary as the sole purpose is to enable or facilitate communication by electronic means].	Display the website's language	6 months	No
<i>__hssc</i>	Hubspot.com	Audience measurement (Analytics) [strictly necessary as the sole purpose is to enable or facilitate communication by electronic means].	Detect if the cookie needs to be updated	6 months	No
<i>__hssrc</i>	Hubspot.com	Audience measurement (Analytics) [strictly necessary as the sole purpose is to enable or facilitate communication by electronic means].	Identify whether the User has visited the website before	Session	No
<i>__hstc</i>	Hubspot.com	Audience measurement (Analytics)	Keep Data from the same User	6 months	Yes
<i>AnalyticsSynchHistory</i>	Linkedin.com	Audience measurement (Analytics)	Synchronise Data with other analysis tools	29 days	Yes
<i>Hubspotuk</i>	Hubspot.com	Audience measurement (Analytics)	Keep Data from the same User	6 months	Yes
<i>Undefined</i>	Wistia.com	Audience measurement (Analytics)	Retrieve interaction Data between a User and a video	6 months	Yes
<i>wistia</i>	wistia.com	Audience measurement (Analytics)	Retrieve interaction Data between a User and a video	6 months	Yes
<i>Wisita-video-progress-#</i>	Wistia.com	Audience measurement (Analytics)	Retrieve interaction Data between a User and a video	6 months	Yes
<i>_ptq.gif</i>	Hubspot.com	Audience measurement (Analytics)	Send interaction Data to Hubspot	Session	Yes
<i>Bcookie</i>	Linkedin.com	Audience measurement (Analytics)	Analyse interactions with the website	6 months	Yes
<i>Bscookie</i>	Linkedin.com	Audience measurement (Analytics)	Analyse interactions with the website	6 months	Yes

<i>Lang</i>	Linkedin.com	Audience measurement (Analytics)	LinkedIn 'Follow Us' button	Session	Yes
<i>Li_sugr</i>	Linkedin.com	Audience measurement (Analytics)	Collect User Behaviour and Interaction Data to optimise the website and serve more relevant advertising	3 months	Yes
<i>Lidc</i>	Linkedin.com	Audience measurement (Analytics)	Used by the social networking service LinkedIn to track usage of integrated services	1 day	Yes
<i>Pum_alm_last-activity</i>	Linkedin.com	Audience measurement (Analytics)	Used as part of pop-up advertising content on the website; this cookie determines which advertisements are shown to the User, and ensures that the same ads are not shown more than expected	1 day	Yes
<i>Pum_alm_pages_viewed</i>	Linkedin.com	Audience measurement (Analytics)	Used as part of pop-up advertising content on the website; this cookie determines which advertisements are shown to the User, and ensures that the same ads are not shown more than expected	3 months	Yes
<i>UserMatchHistory</i>	Linkedin.com	Audience measurement (Analytics)	Aggregate the various websites visited by the User	29 days	Yes
<i>Hubspotuk</i>	Hubspot.com	Audience measurement (Analytics)	Keep Data from the same User	1 year	Yes

<i>fr</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	3 months	Yes
<i>xs</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	1 year	Yes
<i>spin</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	2 days	Yes



<i>sb</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	2 years	Yes
<i>datr</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	2 years	Yes
<i>c-user</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	1 year	Yes
<i>wd</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	7 days	Yes
<i>dpr</i>	Facebook.com	Social media cookies	Allow the sharing of a referral through the Facebook network	7 days	Yes
<i>_gid</i>	Google Analytics	Audience measurement (Analytics)	Audience measurement tool to generate traffic statistics (Pages used, type of device, country) to improve the Platform	1 day	Yes
<i>_gat</i>	Google Analytics	Audience measurement (Analytics)	Audience measurement tool to generate traffic statistics (Pages used, type of device, country) to improve the Platform	1 hour	Yes
<i>_ga</i>	Google Analytics	Audience measurement (Analytics)	Audience measurement tool to generate traffic statistics (Pages used, type of device, country) to improve the Platform	1 hour	Yes
<i>device-view</i>	Gfz.io	Strictly necessary Technically essential	Identify device used (computer, tablet, mobile)	1 month	No
<i>PHPSESSID</i>	Gfz.io	Strictly necessary Technically essential	ID storage for authentication and security purposes. This cookie is used to link the User to the server	Duration of the session	No

accept_cookie	Gfz.io	Strictly necessary Technically essential	Track the User's consent	1 year	No
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The Cookies installed when visiting the Website are used exclusively for the following purposes:

- to allow or facilitate communication by electronic means;
- to provide an online communication service at the express request of the User;
- to contribute to the security of the service requested by the User.

### **Cookie Management**

You have several options for deleting cookies.

While most browsers are set by default and accept the installation of Cookies, You have the option, if You wish, to choose to accept all Cookies, or to reject them systematically. You can also configure Your browser to accept or refuse Cookies on a case-by-case basis prior to their installation. You may also regularly delete Cookies from your device via Your browser's settings. Don't forget to configure all Your browsers on your various devices (tablets, smartphones, computers).

Regarding the management of your Cookies and preferences, please note that each browser is different. It is described in the help menu of your browser, which will describe how to modify your Cookie settings preferences.

The duration for which Cookies are retained varies depending on the type of Cookie. We use Cookies that are self-destructing after the connection is terminated. These are called session or navigation Cookies. Furthermore, a log file allows us to record all accesses to our web pages and the downloading of various files available on our Website, for a period of 6 months. Finally, information about Your consent to the use of Cookies is stored for a maximum of 13 months. Cookies are used for internal purposes and are not accessible to third parties.