

## Coheros Oy - Privacy Policy

### 1. Data controller

Coheros Oy, Korkeakoulunkatu 1, 33720 Tampere, Finland, tel. +358 40 575 1707

### 2. Contact person for the data register

Questions about Coheros' personal data register and data protection can be sent to [info\(at\)coheros.com](mailto:info(at)coheros.com)

### 3. Collection and use of personal data

We collect personal data about our job applicants, our clients, our partners and potential new clients to be able to process job applications, manage the relationship with our clients and partners and respond to requests for new business opportunities. We use analytics on our website to find out how it is used and how we can provide better experience for our website visitors.

### 4. Purpose of collecting personal data

#### 4.1. Job applicants

If you apply for a job at Coheros, we may collect and process the following data which you have provided to us via website, email or other ways during the recruitment process:

- Name and contact information
- Your job application including CV and other information you have send to us
- Professional skills and interests

We use this data only to process your application and communicate with you during the recruitment process. Your information is not shared with any other parties unless requests by public authorities.

#### 4.2. Clients, partners and other contacts

If you are our client or partner, or if you contact us regarding new business opportunities, we may collect and process the following data which you have send to us or which is available at the reliable public sources:

- Name and contact information
- Company
- Information of the service order
- Your request and communication with Coheros

### 5. Cookies and analytics

We use cookies on our website to improve the website and make it more user-friendly. Cookies are used, for example, when a service wants to save a user's information when the user moves from one website to another. If you do not want to use cookies you can

change your cookie settings at any time in your browser. Please note that disabling cookies might impact the functioning of our website.

If you are using our website, you accept that cookies are being used and stored on your computer. You can choose not to accept cookies by adjusting your browser settings accordingly.

#### 6. How long do we store your data?

Job application data collected in connection with the application process is stored for 2 years. If the candidate wishes, we may store her/his data for a longer period for future opportunities. Request must be sent to the email address provided in chapter 2.

The personal data of our clients, partners and potential new customers is stored as long as necessary for the purpose which the information was collected. Since this period depends on the case by case, we review the need of our data regularly and delete the data when it is no longer needed.

#### 7. What rights do you have?

You have the right to request accessing, correcting and deleting your personal data. You also have the right to prohibit us from sending newsletters or other marketing messages to you. Please send any requests concerning your data to the email address provided in chapter 2.

#### 8. How do we secure your data?

All personal data we collect is stored confidentially. Data access is available only to Coheros' employees who need the data for their work assignments. The network and equipment of Coheros and its partners are protected using a firewall and other necessary technical procedures.

#### 9. Changes to this Privacy Notice

We may update our Privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, or legal reasons.

