

## **PRIVACY POLICY**

This privacy policy forms part of our Terms and Conditions for accessing our Website. By accessing our Website you expressly agree to our collection and use of your personal data as stipulated in our Privacy Policy. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement you should check this page from time to time to ensure that you are happy with any changes.

By using our site apps and service you agree to the terms of this privacy and data policy and expressly consent to the processing of your personal information as described in this policy

In order to provide you with our team and group management services we ask you to provide us with some personal information for an individual user, the minimum amount of information we collect is your email address, a password, and your age (to verify that you are 18 or older see children's privacy below) in most cases your name is required as well.

If you are the parent or guardian of a member who is using RINEX we may ask you for such optional information about your child.

We never share or sell the individual personal information for any promotional use without your prior permission or unless abiding by the law of the court. Information provided by you is only made available to our employees managing the purposes of contacting you through emails.

### **Use of cookies, image, tags, and device identifiers:**

Cookies are small amounts of information stored in files within your computer's browser. Device identifiers are unique numbers used to identify devices like mobile phones

We may also use web beacons which are small graphic objects or pixels that are embedded in a web page. We offer certain features that are available only through the use of cookies or device identifiers. You are always free to decline cookies if your web browser permits. However, if you decline cookies, you may not be able to access certain RINEX features.

If you provide feedback to us, we may use and disclose such feedback for any purpose, provided we will not associate such feedback with your personal information. We will treat the personal information in the feedback in accordance with this Privacy & Data Policy

### **Use of personal information**

As a general rule, we use your personal information solely to provide the Services, but we don't usually look at your information except during the process of developing, troubleshooting, and administering the Site and Services when it may be necessary to look at pieces of your information to improve the Services and user experience, offer you additional information, opportunities and functionality, respond to requests that you make, resolve a problem or dispute, investigate potential security issues, or verify your compliance with our terms of use.

Also, when you write to us to request support, our customer support representatives may look at your information in order to assist you. We may also access and use your information to compare information for accuracy and verify it with third parties or to comply with applicable law or legal process

### **Monitoring user activity**

We may monitor user activity on our systems in connection with user compliance with our terms of use, supporting users, and developing and improving the Sites, Apps & Services.

### **Managing Your Information**

We may communicate with you at various times, with administrative emails or phone calls, about transactions and service announcements, customer service responses, and promotional emails like special offers, newsletters, and updates. You can choose to stop receiving promotional emails at any time. You may not opt-out of receiving administrative messages or customer service responses unless you cancel the course from RINEX. If you have agreed to receive marketing communications through interactions with our partners, you must change your communication preferences with them directly.

### **Children's Privacy**

RINEX does not knowingly collect information from children under the age of 17. Furthermore, we do not target our service to children under these ages nor do we knowingly communicate with children under 17.

## **Security and Retention**

The security of your information is important to us. We store your personal information in RINEX systems and we use reasonable security precautions to protect it.

## **Third-Party Sites**

Our Sites, Apps & Services may integrate with or contain links to other Sites, Apps & Services. This is for your convenience and does not signify our endorsement of such other websites or location or their content. Those third-party Sites, Apps & Services have their own privacy statements and terms of conditions that we do not control, and our Privacy & Data Policy does not apply to these third-party Sites, Apps & Services. We encourage you to review these statements and terms and contact the third party with any questions. We do not review and are not responsible for the privacy practices or other actions of these third parties.

## **Changes:**

From time to time, as technology evolves and the scope of our services extends, we may publish updates to this Privacy & Data Policy. In that case, we will post the changes on this site and also retain links to previous versions. If there is a material change to our Privacy & Data Policy, we will notify you via email at the email address we have on file for you.

## **Report, Analysis & Confidentiality**

RINEX may have to use Personal Information without reference to any persona or identity for research, statistical analysis improving the Platform of functionalities offered thereon and business intelligence purpose and may transfer such research, statistical or intelligence data in an aggregated or non-personally identifiable form to third parties and affiliates.

All RINEX employees and data processors, who have access to, and are associated with the processing of sensitive personal data or information, are obliged to respect the confidentiality of every User's sensitive personal data and information.

**Location information.**

We may collect and use information about your location (such as your country) or infer your approximate location based on your IP address in order to provide you with tailored educational experiences for your region, but we don't collect the precise relocation of you or your device. You may be able to change the settings on your computer or mobile device to prevent it from providing us with any location information.

**Your choice and options relating to data collection and use**

At RINEX, we use Personal Information as needed for the purposes for which it was collected or where you have consented to our use of your Personal Information. We take reasonable steps to ensure that the Personal Information we store and use is accurate, complete, and up-to-date. If you discover that Personal Information or other data pertaining to you is inaccurate, incomplete, or out-of-date, please update your account information or contact us as outlined below.

**Data security is important to you, and to us.**

To protect your privacy and security, we take reasonable steps to verify your identity before granting you account access or making corrections to your information. For example, we may ask you to provide certain Personal Information to confirm your identity, and we may require that you create and use a password to access certain parts of our Service. You should create and maintain a strong password to help ensure the security of your account.