

## **Privacy Policy**

Multisoft d.o.o. (*Multisoft Ltd.*) acknowledges and respects your privacy and is committed to protecting the information that you share with us through the Multisoft d.o.o. websites. It is very important for us that you understand how we collect and use your data that we are bound to protect. This Privacy Policy is meant to help you understand what information we collect, how we use it and how you can contact us.

Multisoft d.o.o. collects, processes and stores your personal data in accordance with the Data Protection Law and other applicable regulations in the Republic of Croatia. Multisoft d.o.o. shall not disclose to third persons any of your personal data without your previous consent; however, our Privacy and Data Protection Policy published on our website ([www.multisoft.hr](http://www.multisoft.hr), [www.multisoft.com.hr](http://www.multisoft.com.hr)) may be modified or revised, so make sure to read it again from time to time to be up to date with the latest modifications.

By using this website, you consent to the manner of data collecting and processing as described in this Policy and the storage and access to cookies on your device.

### **What kind of data do we collect?**

Multisoft d.o.o. collects and processes your personal data, e.g. information by which you may be directly or indirectly identified, in particular by identifiers such as name, surname, date of birth, e-mail address, phone or fax number, account number, personal ID number (OIB), company name if it includes personal data, photo and other personal data that you provide to us ("Personal Data"), in cases when:

- you use the form to register on the Site,
- you use the form to register for nomination as lecturer at a conference on the website of our Data Processor,
- you contact us or interact with us via social media networks,
- we take photos of the events and activities organized by us,
- you make comments or ask questions,
- you register via the conference registration form,
- we may notify registered persons via e-mail or mobile text messaging about any changes of date or time of a conference and other important information related to a conference.

Multisoft d.o.o. shall not collect Personal Data if such data is not given freely, with an exception of specific Personal Data collected through the information systems and programmes used for the operation of the Site, the transfer of which is vital to run Internet communication protocols (e.g. IP address when filling in the conference registration form) and shall not require more information than needed for the participation in specific activities. In the case you do not want to provide us your Personal Data (except for data relating to the use of Internet communication protocols that are usually collected when you visit the website), you may still access our Site but you will not be able to make the registration for a conference.

During the conferences photos may be taken of you and you will be notified appropriately at the entrance to the event, which is also our legitimate interest as conference organizer. If you wish us not to take photos of you, please do not enter the rooms where photographs are taken.

Personal data of the selected lecturers at a conference shall be published on this Site when this is required to present the lectures schedule.

Visitors/submitters shall provide their information freely and there is no contractual obligation or requirement for them to do so. The data controller shall not create a profile from the collected information, i.e. there is no automated decision-making.

### **Cookies**

Multisoft d.o.o. uses [cookies](#).

A **cookie** is a small piece of data sent from a web server from the Multisoft website ([www.multisoft.hr](http://www.multisoft.hr), [www.multisoft.com.hr](http://www.multisoft.com.hr), [podrska.multisoft.com.hr](http://podrska.multisoft.com.hr)) to your computer to be used as your anonymous individual identifier. We use cookies to access the information that is already stored in the portal user databases so you are not required to re-enter your data every time you log in. We do not use cookies to access your data on the server; such information is accessible only when you enter your name and password. Also, we do not use cookies to keep track of your activities on the Internet after you leave the website and no other site shall have access to or insight into your information.

Multisoft d.o.o. reserves the right to use cookies on the website; however, you have the right to prohibit the placement of cookies by choosing this option in the menu of your web browser.

More information on how to disable cookies is available here:

Disabling cookies in the browser: [Internet Explorer](#)

<https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies>

[Microsoft Edge](#)

<https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy>

Google Chrome

<https://support.google.com/accounts/answer/61416?co=GENIE.Platform%3DDesktop&hl=en>

Mozilla Firefox

<https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>

### **Third-party analytical cookies**

Analytical cookies collect information on how the visitors use the site so third parties can analyse their behaviour with an aim to increase the functionality and create contents that will satisfy best the users' needs for information. We use the services of [Google Analytics](#).

If you wish to disable the said service to place cookies, you can do this by following the instructions on the following link:

<https://tools.google.com/dlpage/gaoptout>

### Purpose and manner of data collection

When you provide Personal Data their use shall be limited to the purpose for which they were collected in accordance with the terms of this Privacy Policy. The use of your Personal Data shall include:

Proceeding upon your request, e.g. response to your questions and comments, receipt of your registrations for conferences, training courses and similar events that we organize, communicating with you with regard to your activities on the Site, interacting with you via social medial networks etc.

We can send notifications and marketing material closely related to our products and services in writing, via e-mail or similar communication channels (you may request that such notifications no longer be sent).

Photos may be taken during our conferences, training courses and other events. The photographs may be used/published for promoting the conference on our website. If you do not want to have your photo published as described above, please let the responsible person know before the start of any of the events.

By filling in the forms on our site you guarantee that the information provided is accurate and that you fully agree with our Privacy Policy and the terms laid down therein. The access to our site is free, no registration is required. During registration we may ask for the following personal information: your name and surname, address, city, country, e-mail, contact details and date.

We store the personal data that we collect exclusively in electronic form and we implement all appropriate organisational, technological and staff-related measures so as to prevent unauthorized access to personal information that is unavailable to the other users of the website.

We use the received electronic mail containing your information by which you can be identified, be it by sending e-mail or filling in the forms on our website, only to meet your request.

### Storage and your access to personal data

The personal information you have given us when registering will be stored as long as the website is active or your registration is valid. If we do not get your consent for further storage and use of your data, after the potential shut down of the site any data shall be destroyed.

By notifying our registered office you may at any time demand a confirmation for your personal data that we use in our database of registered users and ask for any personal information to be modified or deleted.

Our website contains links to other websites of our partners and advertisers and privacy and data protection policies different from this Privacy Policy may apply to such websites. When you access such other websites please make sure to be informed about the rules on personal data applicable on these site before providing any personal data, since this Privacy Policy applies only to the Multisoft d.o.o. website.

### Responsibilities

Multisoft d.o.o. takes any available measures to prevent unauthorized access to your personal data, but it cannot guarantee that some of the data will not be disclosed incidentally. We hereby disclaim, to the greatest extent permissible under the applicable law, any responsibility and liability for any damage that you might suffer due to loss, unauthorized access to, misuse or modification of any information that you submit on the Site.

Any unauthorized attempt to modify the information on the Multisoft d.o.o. website is strictly prohibited.

How to contact us

By visiting Multisoft d.o.o. websites you authorize us to collect and use data in the manner as described herein. In the case we change some of the terms of our Privacy Policy, we will publish such changes on this site to keep you updated with how we use the data you entrusted to us.

If you know that some of your data held by us need to be updated, please let us know in due time.

If you learn that the links on the website lead to a third website with inappropriate content or unfavourable privacy policy, please contact us so we can remove the links to such sites. Please let us know if you have any additional questions regarding our Privacy Policy.

Our contact details:

Multisoft d.o.o.

Registered Offices: Zvečaj 1, 10 000 Zagreb

Offices : Ogrizovićeva 34, 10 000 Zagreb

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