

Peaksel privacy policy for on-premise installations

Last updated: April 11, 2023

This policy describes how we collect and process your personal data regarding your use of Peaksel software in case it's installed and managed by you.

"We", "us" means Elsci, LLC. See the full details in section 11.

"You" has the meaning set forth in clause 1.2.

In case of any questions or concerns please feel free to contact us via legal@elsci.io.

1. What data we collect

1.1. We collect the following data about you:

1.1.1. Name;

1.1.2. Contact details: phone number, email address, messenger IDs;

1.1.3. Company name and job title;

1.1.4. Signature.

1.2. We collect personal data of individuals ("you") who represent the legal entities which have entered into Peaksel license agreement with us.

1.3. We collect this data either from you or from a legal entity you represent (e.g. your employer).

1.4. We may also collect technical information about Peaksel performance. Such information is not considered personal data as it does not contain any information about identifiable natural persons.

2. Legal basis of data processing

2.1. If you reside in European Union

2.1.1. Processing is necessary for the purposes of our legitimate interests of managing the contractual relationship with the legal entity you represent.

2.2. If you reside in Armenia or the rest of the world

2.2.1. Processing is based on your consent. Consent is considered given upon your signing of the Peaksel license agreement which contains your personal data.

2.2.2. This policy is deemed notification of the intention to process your personal data.

3. What do we use your data for?

- 3.1. We may use your data to contact you on matters regarding Peaksell license agreement: execution of the agreement, billing, invoicing, payments, software maintenance, etc.

4. How we process your data

- 4.1. We may perform the following actions regarding your data: collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
- 4.2. We have implemented reasonable technical and organizational security measures that we perform during processing of your data.

5. How we share your data

- 5.1. Only our employees have access to your personal data. We shall maintain confidentiality of your data.
- 5.2. In some cases, we may share your data with our partners (administration, sales, marketing, legal, system administration) or external parties (such as third-party technical service providers, mail carriers, hosting providers, IT companies, communications agencies).

6. How long we keep your data

- 6.1. We keep your data within the terms of a Peaksell license agreement that has been concluded between us and the legal entity you represent and within 3 years after the agreement has expired or has been terminated.

7. Your privacy rights

- 7.1. You have the following regarding to your personal data:
 - 7.1.1. Access. You may request us to provide you with your complete personal data that we store.
 - 7.1.2. Erasure. You may request us to delete your data.
 - 7.1.3. Rectification. You may request us to rectify inaccurate data.
 - 7.1.4. Restriction. You may restrict the use of your data in certain circumstances, for instance, if the data is inaccurate, our use of the data is unlawful or if we no longer need to use the data.
 - 7.1.5. Objection. You may object to the processing of your data.

- 7.1.6. Change of preferences. You can change your data processing preferences at any time.
- 7.1.7. Data portability. You have the right to obtain your data in a structured electronic format and to transmit such data to another data controller.
- 7.1.8. Complaints. You have the right to make a complaint to the supervisory authority.
- 7.2. How to do it. If you wish to do any of the mentioned, just contact us via legal@elsci.io. Please note that we may need to identify you in order to make sure that the request comes from you and not from the imposter. In order to do that, we may ask for your ID, passport, etc. We won't store this information after processing your request.

8. Updates

- 8.1. We may update this privacy policy from time to time. Any changes shall take effect from the moment they are posted on our website.

9. Legal

- 9.1. This Policy is governed by the laws of the Republic of Armenia as we are an Armenian company. But we also made it GDPR-compliant for your convenience.

10. How to contact us

- 10.1. In case of any questions or concerns please feel free to contact us via legal@elsci.io.

11. Our details

Elsci LLC

Yerevan, Armenia, Arabkir district, Komitas ave, 1st lane, b. 20, 0051

legal@elsci.io

Registration ID 269.110.1239483