

Privacy Policy

1. Formula Body Tuning and its affiliated companies welcome your interest in this website. We take your privacy seriously and want you to understand our practices with respect to the handling of your personal data. This privacy statement explains how we do this.
2. This Privacy Policy describes our practices in connection with information that we collect through:
 - a. our consumer facing mobile application (“Formula Body Tuning App”)
 - b. our online business management software
 - c. HTML-formatted email messages that we send to you that link to this Privacy Policy
 - d. Collectively the “Formula Body Tuning Services or Service”
3. “You” or “Your” means a user of the Service, which could refer to an individual, an employer, an employee associated with an employer account, or any other authorized user of the Formula Body Tuning
4. Information we collect and use:
 - a. We collect personal information from our users in a variety of ways.
 - b. Information you provide: We may collect and store personal information you register for The **Formula Body** Services or provide to us in some other manner. For example, when you register with the **The Formula Body** Services, we collect your name, email address, password, contact information. We may also collect any communications between you and **The Formula Body** any information you provide if you take part in any interactive features of the Formula Body Tuning Services, and any other information you provide to us.
 - c. Data collected through the use of **Formula Body Tuning** Services: After you set up your account, we collect information about how you use the **Formula Body Tuning** Services and about your actions on the **Formula Body Tuning** Services, including your work schedule, your availability, your time records, your messages to others on **the Formula Body Tuning** Services and contact information
5. We use this information to operate, maintain, and provide to you the features and functionality of the **Formula Body Tuning** Services, as well as to communicate directly with you. We may send you email communications that contain information about our products or Service. We may also send you Service- related emails or messages (e.g.,

account verification, messages and schedules, change or updates to features of the Service, technical and security notices).

6. How we use cookies and other tracking technology to collect information.

- a. We, and our third-party partners, automatically collect certain types of usage information when you visit our Services, read our emails, or otherwise engage with us. We also collect information about the way you use our Service, for example, the site from which you came and the site to which you are going when you leave our website, the pages you visit, the links you click, how frequently you access the Service, whether you open emails or click the links contained in emails, whether you access the Service from multiple devices, and other actions you take on the Service. We may collect analytics data, or use third-party analytics tools, to help us measure traffic and usage trends for the Service and to understand more about the demographics of our users.
- b. We use or may use the data collected through tracking technologies to: (a) remember information so that you will not have to re-enter it during your visit or the next time you visit the site; (b) provide custom, personalized content and information, including targeted content and advertising; (c) identify you across multiple devices; (d) provide and monitor the effectiveness of our Service; (e) diagnose or fix technology problems; and (f) otherwise to plan for and enhance our service.
- c. If you would prefer not to accept cookies, most browsers will allow you to: (i) change your browser settings to notify you when you receive a cookie, which lets you choose whether or not to accept it; (ii) disable existing cookies; or (iii) set your browser to automatically reject. Please note that doing so may negatively impact your experience using the Service, as some features and services on our Service may not work properly. Depending on your mobile device and operating system, you may not be able to delete or block all cookies. You may also set your e-mail options to prevent the automatic downloading of images that may contain technologies that would allow us to know whether you have accessed our e-mail and performed certain functions with it.

7. Sharing Information: We may share your personal information in the instances described

- a. Other companies owned by or under common ownership as Formula Body Tuning, which also includes our subsidiaries (i.e., any organization we own or control) or our ultimate holding company (i.e., any organization that owns or

controls us) and any subsidiaries it These companies will use your personal information in the same way as we can under this Policy;

- b. Third party vendors, consultants and other service providers that perform services on our behalf, in order to carry out their work for us
 - c. Other parties in connection with any company transaction, such as a merger, sale of all or a portion of company assets or shares, reorganization, financing, change of control or acquisition of all or a portion of our business by another company or third party or in the event of bankruptcy or related or similar proceedings; and
 - d. Third parties as required to (i) satisfy any applicable law, regulation, subpoena/court order, legal process or other government request, (ii) enforce our Terms of Use Agreement, including the investigation of potential violations thereof, (iii) investigate and defend ourselves against any third party claims or allegations, (iv) protect against harm to the rights, property or safety of When I Work, its users or the public as required or permitted by law and (v) detect, prevent or otherwise address criminal (including fraud or stalking), security or technical issues.
8. Communications: From time to time, the Service will send communications about news and updates, advice and analytics relating to your use of the Service. The Service also facilitates communication between users by email, text message and in-app notifications. Users can adjust communications preferences through Settings.
- a. When an employer invites an employee to register with the Service, we will send that employee a message using the contact information provided by the
 - b. Marketing Communications: From time to time, we may send promotional messages. If you do not wish to receive promotional emails, you can change your email preferences on your Settings page on our websites, or you can click the “unsubscribe” button on promotional email communications. Note that you are not permitted to unsubscribe or opt-out of non-promotional messages regarding your account, such as account verification, change or updates to features of the Service, or technical and security notices.
9. Data Retention: We will retain your information for as long as your account is active or as needed to for our internal purposes. When you deactivate your account, including if you are removed from an employer’s company account, we will remove your information from view by others on the Service but we may retain your account information internally so that you can access your account history through an individual

account and so that you may re-register an account with another employer more quickly.

- a. You may request to delete your account information by contacting us. However, please be aware that we will not be able to delete any content you have shared with others on the Service. For example, your employer will have a record of your schedule when you were employed, and will retain the data the employer provided to us about you.

10. Deleting or Anonymizing Your

- a. If you are under 18 years of age, you may request to delete or anonymize user content that you posted to the Service such that your personal information will not be identifiable publicly on our Service by contacting us. While we will use all commercially reasonable efforts to delete or anonymize your user content upon request, please be aware that due to the nature of our Service, you may not be able to completely remove all of your personally identifiable user content if, for example, that content has been stored, republished, or reposted by another user or a third party.

11. Security and Storage of Information

- a. **Formula Body Tuning** cares about the security of your information and employs physical, administrative, and technological safeguards designed to preserve the integrity and security of all information we collect and that we share with our service. However, no security system is impenetrable, and we cannot guarantee the security of our systems 100%.
- b. In the event that any information under our control is compromised as a result of a breach of security, we will take reasonable steps to investigate the situation and where appropriate, notify those individuals whose information may have been compromised and take other steps, in accordance with any applicable laws and regulations. If you are an employee whose information is associated with a Company account on our Service, we will notify the employer or company user of a breach of security which requires legal notification, and your employer shall be responsible for informing you of the incident.

12. Contacting Us

- a. If you have questions about this Policy, please contact us.