

## PRIVACY POLICY

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### FOREWORD

Our privacy policy ('Privacy policy') governs the manner in which information collected from Visitors through the site located at <http://www.ooverlab.com>, its sub-domains and any of its associated web-based and mobile applications (collectively, the 'Site'), is used, maintained and disclosed. The Site is brought to you by Oooverlab Management Team ('OOVERLAB', 'we' or 'our').

Any terms not defined in the present Privacy policy, are defined in the Terms.

Your privacy is our priority. In that context, in order for you to understand how we collect, use and disclose your personal information, we have established the present Privacy policy. In particular, (i) we will always explain to you either before or at the time of collecting personal data, the objective(s) of this data collection; (ii) we will collect and use these personal data solely to reach these objectives, or for other closely related objectives, unless we obtain the consent of the person concerned or as required by law; (iii) we will only keep personal data for as long as this is necessary to reach these objectives; (iv) we will collect personal data by lawful and fair means and, when appropriate, with the consent of the person concerned; (v) we will protect your personal data by adequate security means against loss or theft, as well as against unauthorized access, disclosure, copying, use or modification; and (vi) we will always be transparent about our policies and practices relating to the management of personal data.

The Site is a constantly evolving web product, which implies that the present Privacy policy might change. We therefore strongly encourage you to regularly consult it in order to check that you still fully agree to it. If you don't agree with it, please do not use the Site.

If you should have any questions about this Privacy policy or the feeling that your interests are not or inadequately represented, you can address all your questions to Julien Claes via email to the following address: [jclaes@ooverlab.com](mailto:jclaes@ooverlab.com).

### 1. DEFINITIONS

Information gathered via Oooverlab corresponds to either 'Non Personal' (NP) or 'Personally Identifiable' (PI) information.

**NP INFORMATION:** any information automatically collected when you access the Site with a web browser, and/or any information that is not personally identifiable

**PI INFORMATION:** mean any non-public information that is personally identifiable and required by us to provide you with our services. PI Information may include information such as your name or your email address.

### 2. LEGAL STATEMENT

Our Privacy policy is in accordance with Belgian and European legislations, which include the Act of 8 December 1992 on the protection of privacy in relation to the



processing of personal data (further modified by the Act of 11 December 1998 and the Act of June 13<sup>th</sup> 2005), the Act of 11 March 2003 on certain legal aspects of information society services, The Belgian Code of Economic Law and the European Directive 95/46/CE of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data.

Our Privacy policy is a legal statement that defines how we may collect information from you, how we may share your information, and how you can limit our sharing of your information. If you provide personal data for a particular reason, we could use the data in connection with the reason for which it was provided. For example, information recorded during registration (e.g. keywords describing your activity areas) might be used to offer products or services, or to inform you of specific events (collectively 'Offers') that may be of interest to you. These Offers would, however, only be visible in the private sharing place(s) of your account (i.e. in the tab 'My organisations' and/or the tab 'My ads') but would never be directly emailed to you. Finally, we might use your personal data to monitor your use of the services provided by Oooverlab, notably in order to improve our services (for example by improving the ergonomics and functionalities of the Site).

### 3. INFORMATION COLLECTED BY COMPUTER - COOKIES AND WEB BEACONS

When you connect to Oooverlab, we automatically collect some computer information by the interaction of your mobile phone or web browser with the Site.

Besides cookies (see hereafter), we also collect information including 'log data' i.e. information sent by your browser whenever you connect to the Site (your computer's IP address, browser type, browser version, the pages of the Site that you visit, etc.).

In order to enhance the functionality and user-friendliness of the Site, OOVERLAB uses "cookies" or "web beacons" (e.g. Google Analytics).

Cookies are small text files or parts of information that are stored on the hard drive of a user. Cookies are files keeping traces of previous visits of certain websites/web applications and the information that is associated with these visits. Web beacons are electronic images that make it possible to count the number of Visitors using a particular application and provide access to certain cookies.

OOVERLAB can use these tools to monitor information on its systems and to identify categories of Visitors on the basis of data such as the IP address, browser type and visited pages. This information is communicated to Oooverlab's webmasters who use this information to analyse the Visitors on the different parts of the Site and to ensure that the Site is serving as a useful and effective information source.

### 4. OBJECTIVES OF PERSONAL DATA COLLECTION

The gathering of your data fulfils several purposes including improvement of the Site, sharing with third parties, big data compilation and legal disclosure (cf. hereafter).

- Improvement of the Site: we may use the PI information that you provide us with or that we collect about you to modify the Site and improve its functionalities.
- Sharing information with third parties: we do not sell, rent, or give your PI



information to third parties for direct marketing purposes. We may provide your PI information to several of our technical contractors (i.e. payment processors, web hosting companies, technical agents, etc.); such contractors will only receive information that is necessary to provide the respective services and will be bound by strict confidentiality agreements limiting the use of such information.

- Big data compilation: we retain the right to use any NP Information collected from your use of the Site and to compile such data for internal analytics that improve the Site and its associated services as well as for donation or resale to third parties. Your PI information will never be included in such data compilations.
- Legal disclosure: we may be legally required to disclose your PI information, if such disclosure is (i) required by subpoena, law, or other legal process; (ii) necessary to assist law enforcement officials or government enforcement agencies; (iii) necessary to investigate violations of or otherwise enforce our Terms; (iv) necessary to protect us from legal action or claims from third parties including you and/or other Visitors; and/or (v) necessary to protect the legal rights, personal/real property, or personal safety of OOVERLAB and its contractors.

## 5. OTHER TERMS

Even though we strive to use the best current available options to protect your personal data, we cannot guarantee their absolute security since no electronic transmission or storage method is 100% secure. As a consequence, you must stay cautious when you place personal information on the Site or sent it via emails.

As a Visitor, you are not required to provide us with any PI and, as a User, you may, at any time, consult, rectify, delete or modify your personal data. In addition, we allow you during registration to 'opt-out' of receiving notifications from us by email.

The present Privacy policy only applies to personal data gathered via Ooverlab; it does not govern the personal data management of third party websites accessible via Ooverlab.

Questions regarding our management of personal data can be submitted to us by email at [info@ooverlab.com](mailto:info@ooverlab.com).

## 6. DISPUTE RESOLUTION

The present Privacy policy shall be subject to and interpreted under the laws of Belgium. Any dispute arising under this Privacy policy or resulting from the use of the Site will be subject to the jurisdiction of the courts of Brussels. The procedure shall be carried out in French.

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