

KOIOS ENGINEERING SOLUTIONS PRIVACY POLICY

This privacy policy describes the personal data collected or generated (processed) when you interact with Koios Engineering Solutions through our website. It also explains how your personal data is used, shared and protected, what choices you have relating to your personal data and how you can contact us.

- **WHO is Responsible for the Processing of Your Personal Data?**

KOIOS ENGINEERING SOLUTIONS is responsible for the processing of your personal data will depend on how you interact with our Platform. The relevant entity is referred to as “**KOIOS ENGINEERING SOLUTIONS**”, “**our**”, “**we**” or “**us**” in this privacy policy.

- **WHAT Personal Data Do We Collect and WHEN?**

We ask you for certain personal data to provide you with the products or services you request. For example, when you contact us for our services, request to receive communications or use our Platform.

This personal data includes your:

contact details including name, email and telephone number.

When interacting with our Platform, certain data is automatically collected from your device or web browser.

This data includes:

Device IDs, network access, Cookies, IP addresses, data identifying your web browser and version, tags and interactions with our Platform.

- **WHY and HOW Do We Use Your Personal Data?**

We use your personal data in the following ways:

- i) To Provide the Features of the Platform and Services You Request

When you use our Platform, we will use your personal data to provide the requested product or service

- ii) To Communicate Information about our Products, Services, Events and for Other Promotional Purposes

When you consent, we will send you marketing communications and news concerning our products, services, events and other promotions that may be of interest to you. You can opt-out at any time after you have given your consent.

- iii) To Operate, Improve and Maintain our Business, Products and Services

We use the personal data you provide to us to operate our business.

- **PROTECTION and MANAGEMENT of Your Personal Data:**

Encryption & Security

We use a variety of technical and organizational security measures, including encryption and authentication tools, to maintain the safety of your personal data.

Retention of your Personal Data

Your personal information will be retained for as long as is necessary to carry out the purposes set out in this privacy policy (unless a longer retention period is required by applicable law).

- **YOUR RIGHTS Relating to Your Personal Data:**

You have the right to request: (i) access to your personal data; (ii) an electronic copy of your personal data; or (iii) correction of your personal data if it is incomplete or inaccurate. These rights are not absolute. Where we have obtained your consent for the processing of your personal data, you have the right to withdraw your consent at any time.

If you like would to request a copy of your personal data or exercise any of your other rights, please email us at _____.

- **CHANGES to Our Privacy Policy:**

Applicable law and our practices change over time. If we decide to update our privacy policy, we will post the changes on our Platform. If we materially change the way in which we process your personal data, we will provide you with prior notice, or where legally required, request your consent prior to implementing such changes. We strongly encourage you to read our privacy policy and keep yourself informed of our practices. This privacy policy was last modified in _____

- **QUESTIONS and Feedback:**

We welcome questions, comments, and concerns about our privacy policy and privacy practices. If you wish to provide feedback or if you have questions or concerns or wish to exercise your rights related to your personal data, please contact us via: (i) the “Contact Us” section of our website; or (ii) an email to _____.

If you contact us with a privacy complaint it will be assessed with the aim of resolving the issue in a timely and effective manner.

