

## **PRIVACY POLICY NEXGEN**

NEXGEN respects your privacy. This privacy policy explains privacy practices, describes the rights and options available to you with respect to your information.

Your consent to our collection, processing, use and protection of your personal information in accordance with this Policy is made upon your acceptance of this Policy and/or its implied use. your. Here is how we may use your data, please read carefully.

### **1. PERSONAL DATA WE PROCESS**

The personal data we process about you includes:

- contact details, such as name, address, phone number or email address and other basic information;
- information regarding documents and communications that we send you electronically;
- any other information concerning you that you may provide to us;
- logs showing your visits on our website.

We collect this information when you interact with us, for example when you communicate with our staff, complete our contact form, sign up for email communications or visit our website. our web. We also collect or generate personal data in the course of providing our services.

### **2. HOW WE USE YOUR PERSONAL DATA (PURPOSE)**

We use your personal data:

- to communicate with you;
- to provide and improve our services to you and our customers, including the personal data of others provided to us or collected by us on behalf of our customers. we;
- manage our relationship with you and with our customers;
- to promote our services, including by sending announcements, updates, event invitations, etc.;
- to keep you informed about our services and products;

- to comply with our legal, regulatory and risk management obligations, including the establishment, exercise or defense of legal claims.

In general, you are not obligated to disclose personal data to us, unless you have a contractual relationship with us to which you can foresee such an obligation.

However, in order to enter into and perform a contract or requests from you, we must collect and process personal data necessary for that conclusion and for the performance of our contractual and other obligations. related duties as well as to fulfill legal obligations. Furthermore, when using a website, it is necessary to process log data and some other data. In addition, with regard to communications between you and us, we must at least process the personal data that you provide to us or that we provide to you.

We may use your name and email address(s) to send you notices, updates, event invitations and other information by email, but will require prior consent unless we receive your contact details from you in the context of our service. If you receive marketing communications from us and do not wish to do so anymore, you may unsubscribe at any time.

### **3. MARKETING AND ADVERTISING**

We may use cookies to help us optimize our digital campaigns and to enable our customers to have a more personalized experience when returning to our website. We are using secure, industry-standard third-party tools to analyze this data. We may also use the information you submit to send you relevant content, offers and personalized notifications.

### **4. USE OUR SITE AND EMAIL**

When you use our website, we automatically collect metadata about your browsing session, such as your browser, your computer's IP address, your internet service provider , the website to which you navigated to our website, the length of time you visited our website and the type of device you are using (e.g. computer, smartphone or tablet, and respective operating system). We also keep a record of the pages you view during your visit. This information is used to improve the way our website operates, for statistical and administrative purposes..

You can refuse the use of cookies by selecting the appropriate settings on your browser. However, note that this may affect your experience of our websites.

## **5. WHY WE USE YOUR PERSONAL INFORMATION**

We process personal data on the following bases:

- to fulfill a contract or request from you;
- for legitimate interests. This includes: customer care and communication with customers outside the contract; in marketing activities; to better understand our customers and others; in improving products and services and developing new ones; anti-fraud, crime prevention and investigation; in protecting customers, employees and others and NEXGEN's data, secrets and property; in ensuring IT security, especially in relation to the use of websites, applications and other IT infrastructure; in securing and organizing business activities, including the operation and further development of websites and other systems; in company management and development; in the purchase or sale of companies, corporate divisions and other assets;
- comply with legal and regulatory obligations.

## **6. INFORMATION FOR PERSONS BELOW 18 YEARS OLD**

We do not knowingly collect personal information from anyone under the age of 18. If we become aware that we have collected Personal Data from someone under the age of 18, we will take steps to remove that information from our records.

## **7. WE SHARE YOUR PERSONAL DATA**

We will share your personal data with trusted third parties, including:

- business management services (eg accounting or wealth management);
- consulting services, for example tax consulting services, lawyers, management consulting, consulting in the field of recruitment and staffing;
- IT services, such as services in the field of data storage (storage), cloud services, email newsletter delivery, data analysis and refinement, etc.;

For the purposes outlined in this Policy and where necessary, we may share personal data with courts, regulatory authorities, government agencies and law enforcement agencies. While that is unlikely, we may be required to disclose your information to comply with legal or regulatory requirements. We will use reasonable efforts to notify you before we do so, unless we are legally restricted. If we want to use your personal data for a new purpose, beyond what was originally provided, we will ask for your explicit consent.

## **8. HOW WE KEEP YOUR PERSONAL DATA**

We retain your personal data for as long as is necessary for the purposes for which it was collected and as long as we have a legitimate interest in retaining personal data, such as for enforcement or protect statements or for IT security and archiving purposes. We also retain your personal data for as long as it is subject to a legal retention obligation.

## **9. HOW WE PROTECT YOUR PERSONAL INFORMATION**

We use various organizational and technical measures to help protect your personal data from unauthorized access, use, disclosure, alteration or destruction.

## **10. YOUR RIGHTS**

With respect to the Personal Information you have provided to us, you may exercise the following rights:

- Look up or request an inspection or copy of your Personal Information. We may charge fees and charges as required by law.
- Ask us to add or correct your Personal Information. You must give reasonable explanations when exercising this right.

If you request that we stop collecting, processing or using your Personal Information, or delete your Personal Information, you may send your request to [contact@nexgen.com](mailto:contact@nexgen.com)

However, before we verify your identity, you may not be required to look up, copy or check your Personal Information or account details, or register to change it.

You may request that we stop collecting, processing, using or deleting your Personal Information, we reserve the right to terminate the services of this Application once we have stopped collecting, processing, using use or delete your Personal Information.

You acknowledge and agree that due to the nature of our operations and business, maintaining transaction confidentiality and establishing a reliable user review mechanism is of paramount importance to our business. our business. We reserve the right to refuse a request to correct, delete or change your Personal Information in cases where we think that such request will affect the material interests of the country, hinder the performance of obligations. legal action by public authorities and documenting the interests of data collection agencies or third parties, or if we are required to continue to retain your Personal Information in accordance with our obligations and their business. Depending on the circumstances, we may change the way your Personal Information is handled.

You agree that we reserve the right to amend the foregoing regarding the exercise of rights to your Personal Information and to notify you of a summary of the revised terms and the Application or website. web is specified to publish revisions. We may notify you in writing or by telephone, email, fax, electronic document,... notices made or disclosed by our office on our website or any any other means. any other means (including but not limited to providing access to any website disclosing modifications using the means mentioned above) sufficient for you to know or understand content of the Amendment.

## **11. OTHER**

NEXGEN's services may include links to other websites or pages or services provided by third parties. If you also use other additional functions, plugins or applications provided by third parties (hereinafter referred to as "Third Party Applications"), the third-party websites, pages or Applications say The above may collect certain types of personal information from you. Please note that the collection of Personal Information by Third Party websites, pages or Applications is not owned by us, is not related to us.

If you allow any Third Party Websites or Third Party Applications to access your NEXGEN account, the information you have provided to us may be shared

with these third parties. there. Please note that Third Party Websites or Third Party Applications may have their own privacy policies and we are not responsible for their handling of your Personal Information.

If the services of this Application are transferred to a third party unrelated to us in the future or in the event we are acquired or incorporated by a third party, your Personal Information will be delivered and provided in accordance with the maintenance requirements specified in the policy.

## **12. CHANGES TO THIS POLICY**

We may update our Privacy Policy from time to time. We will notify you of any changes by posting a new Privacy Policy on this page.

We will let you know via email and/or a prominent notice on our Service, before the change goes into effect, and update the "effective date" at the top of this Privacy Policy.

You should periodically review this Privacy Policy for any changes. Changes to this Privacy Policy are effective when they are posted on this page.