

PRIVACY POLICY

Secullum Software feels obliged, under the terms of the legislation in force, to use all necessary means to guarantee the privacy of the users of its products and

services, regardless of software type or targeting. This Privacy Policy explains the processes of stored personal data processed or transferred, clarifying how they are collected and for what purposes they can be used.

Today, Secullum offers several software that work in Electronic Time Attendance and Control

Access, in general. This policy includes all software sold, so such as website, applications, email marketing, and any other means or platform used to relate to users.

ACCEPTANCE OF THIS POLICY

The terms of this Policy are valid for when you access or use the website, application, software, email marketing and platform through which Secullum interacts with users. You declare that you agree and are aware of the terms and conditions set out in this document by accessing or using any of the services or products mentioned.

If you do not agree with any of the terms and conditions set forth herein, you must not use the product in question. In this case, we suggest that you contact us, in the [Contact Us](#) section at the end of this document.

DATA AND INFORMATION PROTECTION

We are committed to ensuring the protection and confidentiality of the data to which we may have access, in particular with regard to personal data, in accordance with the General Data Protection Law. For this, we implement security measures to protect personal data from unauthorized access and any form of improper or unlawful treatment, detailed in this document.

COLLECTION OF PERSONAL DATA

Secullum Software collects some data from users of products through direct interactions between our systems and the Administrators/Controllers of the same. Most of this data is provided directly, on registration screens, while some more is obtained by collecting data about your interactions, usage and experiences with our products. We may also obtain data from third parties, for the same purposes allowed to these third parties, such as at fairs and events in which we have some form of participation.

In some cases, we may need to collect personal data to formalize a contractual relationship, or to fulfill a legal obligation. As well as many of our products require certain personal data for the service to be offered correctly, either by legal determination or for the operation of the business rule, of the application in question. If you choose not to make available the data necessary to provide a product, service or feature, you will not be able to use that product, service or feature. If any of these hypotheses are related to a Secullum product that is already being used, its continued use will depend on acceptance of the terms and conditions set out in this Policy.

COOKIES

Some Secullum Software products may use "cookies" to store your preferences and settings, in addition to serving selected advertisements, analyzing operations, analyzing the performance of our products, combating fraud and serving other legitimate purposes.

Today we work with cookies to:

- Login authentication;
- Maintain connection between sessions;
- Maintain session service/database selection;
- Analysis and monitoring of the number of pages loaded on screen
- Identify the user's preferred language;
- Monitor the amount of content views;
- Store access information and customize ads

USE OF PERSONAL DATA

The personal data entered and processed in Secullum Softwares solutions are used only for the purposes of registering and managing our customers' data. Any dealings and actions taken with personal data are the responsibility of the contractor of the contracted services and solutions.

In addition to the data owners and employees of the customers' Human Resources area, Secullum employees, according to the requirement of their function and hierarchical level, have restricted access to the company's customer environments, for operational support and development purposes. specific and internal demands, ensuring the confidentiality and protection of accessible data.

Secullum Software partners and service providers, like our cloud infrastructure, do not have access to the personal data processed in our solutions.

The data we collect is used to provide pleasant experiences for our users.

Specifically, we use data to:

- Providing our services, sending update or troubleshooting notifications or responses to complaints, calls, providing support or any type of demand. This also includes sharing data where necessary to provide the requested service;
- Evaluate the main characteristics of use of our products and services;
- Improve and develop our products;
- Customize our products and make recommendations;
- Advertising and marketing, including sending promotional communications, targeting ads and presenting relevant offers;
- As part of our efforts to keep our products and website secure;
- Fulfill the contractual obligations assumed by Secullum Software with its customers and users;
- Any other purpose authorized by the user when providing his data.

WHY DO WE SHARE PERSONAL DATA?

Personal data is shared exclusively with Secullum's partner resellers, primarily resellers responsible for marketing the software for maintenance, customization and improvements in the user experience. The dealer must take its own measures to ensure LGPD suitability.

The data referenced in this policy is shared with your permission to complete transactions or provide a particular requested or authorized product or service. We may also share data with authorized suppliers, such as service providers essential to offering our products, to fulfill a legal obligation, to respond to legal proceedings, as well as to maintain the security of our products and protect Secullum's rights or property Software.

PRODUCTS SUPPLIED THROUGH CONTRACTORS

We offer services to companies, condominiums and organizations from the most varied segments. If you use any Secullum product, offered by an organization, company or condominium, you will be soon linked to it. So, be aware of what the organization in question can do:

- Control settings related to product privacy or your account on the product;
- Access and process your data, including interaction data, photos, fingerprints, geolocation and any other data handled in the product in question.

When you use any Secullum product or service offered by another organization, such as electronic time attendance products, your use of these will be subject to the organization's policies. You should direct your privacy questions, including any requests to exercise your data protection rights, to the organization's administrator. We are not responsible for the privacy or security practices of our customers, which may differ from those set out in this privacy policy.

DELETION OF DATA

The data we collect may be deleted from our servers when requested or when it is no longer necessary for the proposed purpose, unless there is another reason for its maintenance, such as compliance with a legal obligation or the need to preserve the data to ensure the exercise of Secullum Software's rights.

CHANGES IN PRIVACY POLICY

Secullum Software reserves the right to change this privacy policy from time to time, as it deems necessary to fulfill its intended purposes. The date of the last update will always be provided at the beginning of the document. If there is any substantial change in the way we use your information, we will notify you with a prominent announcement on our website.

CONTACT US

If you are concerned about your privacy, have a complaint, question or request regarding this matter, or would like to exercise any of the rights provided by law, please contact us using our form or by email lgpd@secullum.com.br.