# **PRIVACY POLICY**

## Privacy policy and usage of Cookies in IQS Internet services

IQS sp. z o.o. is aware of the accountability tied to the protection and respect of the privacy of the users visiting the IQS websites and pays particular attention to this matter. This document specifies the rules for accumulating and processing information acquired in these areas. The data stored in the logs is used exclusively for purposes of administrating the services. We do attempt to identify the users visiting IQS websites. No identification data is passed on to any third parties for any purpose.

With regards to the respondents we recruit, the participants of online opinion and market surveys and in the case of a possible different use of Cookies than specified in this document, we provide detailed information on that data processing in separate documents shown at the moment of recruitment and when acquiring data from such persons.

### Data accumulation

In accordance with the practice of most websites, we store HTTP requests directed to our server. The resources browsed are identified via URL addresses. A detailed list of information stored in the website server logs is as follows:

- public IP address of the computer that the request came from (could be the user's direct computer)
- name of the client's station identification done by HTTP protocol, if possible,
- name of user provided during the authorization process,
- request time
- first row of the HTTP request,
- HTTP response code,
- number of bites sent by the server,
- URL address of the website previously visited by user (referrer link) if IQS was visited by a link,
- information on the user's browser,
- information on the errors that took place at the HTTP transaction.

This data is not tied to the specific persons browsing IQS websites. To assure top quality of the service, we occasionally analyze files with logs to specify: which websites are visited most often, what browsers are used, whether the website structure doesn't contain errors, etc.

## Data usage

The acquired logs are stored for an unspecified time, as auxiliary material used for administration of the website. The information in the logs is not disclosed to anyone but the people authorized to administer the server and the IQS network. Based on the log files, certain statistics may be generated to help administration. Aggregated summaries in the form of such statistics do not contain any information that enables identifying the persons visiting the website.

# Cookies on IQS websites

Cookies are not used to acquire any information on the users of the website nor for tracking their navigation. Cookie files used in IQS services do not store any personal data nor any other information gathered from the users.

IQS may be using own Cookie files in order to improve the functionality of its services in the following ways:

- configuration of services, that is adapting the content of the websites to the previous actions undertaken by the user;

- verifying the user and providing sessions for users (keeping the session running after logging on);

- executing processes necessary for the complete functionality of websites;
- conducting analyses and viewership monitoring;
- assuring safety and continuous action.

External Cookies may be used for acquiring statistical data via analytical tools and for purposes of the marketing automation system.

Any statistics developed based on information acquired this way does not allow the identification of specific users.

Any user that does not consent to Cookies is required to modify their browser settings. The restrictions to using Cookies may influence some features of the IQS websites used. The configuration of a system that allows Cookies constitutes an agreement to IQS storing information in this method according to art. 173 section 2 of the law from July 16<sup>th</sup>, 2004, the Telecom Law (Journal of Laws, 2017, item 1907 later amended).

## Links to other websites

IQS websites may contain links to other websites. IQS cannot be held accountable for the privacy laws on these websites. We encourage reading the privacy policy of these websites. This privacy policy document applies only to IQS websites.

### Changes

If changes are made to the current privacy policy, appropriate modifications shall be made to the above provisions.