

# Privacy Policy

This is the data privacy of Folk Maritime Services Company SPC (“FMSC”, “We”).

This Privacy Policy applies to individuals who use Folk’s website [www.folkmaritime.com](http://www.folkmaritime.com) and describes how we use your personal data when you use the aforementioned website. We inform you in this data privacy policy about which personal data we are gathering and

processing. The responsibility for protecting and processing personal data is an important concern for us. To Secure your data against unauthorised access, we have implemented the necessary technical and organisational measures.

For the purpose of this Privacy Policy, Folk Maritime Services Company (FMSC) is the Controller, within the meaning of the Personal Data Protection Law (PDP Law) and other applicable laws and regulations.

## **1. Scope of the processing of personal data**

We essentially only gather the personal data that you inform us of when using our services within the scope of your registration and making use of services which may in case of downloads subject to a payment, as the case may be. Personal data is data that contains details about personal or technical circumstances. **When you log in and register as a user, we only need you to specify an e-mail address and a password. The password is**

saved in encrypted form, which never permits any conclusion to be drawn about the actual password.

It may be necessary to provide further data, like as your full name, address, bank account details, credit card number, etc.

It is sometimes also necessary to ask for personal information such as name, address, e-mail address and telephone number for processing of your inquiries or providing technical support.

We will treat all such data as confidential, to the extent required by the PDP Law and the other applicable regulations. Essentially, we do not pass on such information to third parties without your permission unless the latter is admissible in order to implement and execute the contract or process your enquiry or is necessary in order to attend to your case or to comply with the legal, administrative or judicial requirements.

## **2. Purpose of the processing of personal data**

We gather and process personal data to enable you to use our services. That also includes processing it for the purpose of data security, as well as the stability and operational security of our system, and also for invoicing purposes. We process data to assist you when you have any support queries. Data is also processed in order to unveil and prevent misuse of multiple accounts, e.g. for the purposes of fraud. Data processing serves to obtain new customers and make use of advertising that we believe is in line with your interests.

## **3. Deletion of data and duration of storage**

The personal data of the data subject is deleted or blocked once the purpose of storing it no longer exists. It may, moreover, be stored beyond that time if this has been stipulated by the PDP Law and the other applicable, laws and regulations to which the Controller is subject. The data may also be blocked or deleted if a storage period stipulated by said standards expires, unless the necessity for further storage of the data for concluding an agreement or fulfilling an agreement exists.

#### **4. Data security**

We endeavour to take precautions, to a reasonable extent, to prevent unauthorised access to your personal data, as well as the unauthorised use or falsification of such data and minimise the corresponding risks. Providing personal data, whether it is provided personally, by telephone or over the Internet, is always associated with risks, and no technological system is entirely free of the possibility of being manipulated or sabotaged.

We process the information gathered from you in line with PDP Law and the other applicable laws and regulations. All our employees are obliged to data secrecy and complying with the data protection provisions and are briefed in regard to it. **In the case of payment transactions, your data is transmitted in encrypted form, using the SSL procedure.**

#### **5. Gathering Date**

When you use our website, we may collect information about you. This includes information you may provide or is provided about you such as:

- Name
- Language
- Contact details (such as telephone numbers, email address, address)
- User login data
- Demographic data (e.g. date of birth)
- IP address, the URL of the referring website and the other Technical Information (IP / Cookies)

Also, when a user make use our contact form that is available on our website, the data entered into the form is transmitted to us and saved.

We also may collect information about you from publicly and commercially available sources, as permitted by the applicable laws and regulations, which we may combine with other information we collect when you visit our website. This may include, but is not limited to, websites where you publicly include information about yourself such as LinkedIn-, Twitter or from other third-party sources.

## **6. The correction of Data**

Subject to Article 17 of the PDP Law, if Personal Data is corrected, completed or updated, the Controller shall notify such amendment to all the other entities to which such Personal Data has been transferred and make the amendment available to such entities.

You have a right to correction and/or completion of the data by the controller if the personal data processed concerning you is incorrect or incomplete. The controller is required to make the correction without delay.

## **6. Purpose of processing and using personal data**

We collect, process and use your personal data in connection with your use of our website in providing you services such as:

- Registering to become a customer;
- Contacting us for seeking our services or other business opportunities; and
- Business execution including entering into of agreements with customers, suppliers and managing relationships with such parties.

For this purpose, the user's IP address needs to be stored for the duration of the session.

## **7. How long we retain your personal data**

Subject to Articles 18 of the PDP Law, we will keep personal data for as long as we have a relationship with you and when you use our website. Following the end of the relationship, we shall retain this for a certain period as required by law and/or to protect our legal interests. We will not keep any information for longer than is strictly necessary and when we no longer need the information, we will securely destroy it in accordance with our internal policies or anonymize it. Should you require earlier deletion, you may discuss this by contacting FMSC.

## **8. The possibility of revoking, objection and deletion**

The users have the opportunity to revoke their consents to the processing of the personal data at any time. Should the users take up contact with us, they may object to the storage of their personal data at any time. In such a case, all personal data that have been stored in the course of taking up contact will, in this case, be deleted.

The legitimacy of the processing that has been undertaken based on the consent prior to revocation is not affected by the consent being revoked.

## **9. Cookies Policy**

Cookies are small data files that are placed on your computer or mobile device when you visit a website. Cookies are widely used by website owners in order to make their websites work, or to work more efficiently, as well as to provide reporting information.

Third party cookies will enable third party features or functionality to be provided on or through the FMSC's website. The parties that set up these third party cookies can recognize your computer both when it visits the website in question and also when it visits certain other websites.

Cookies are used for several reasons. Some cookies are required for technical reasons in order for our websites to operate.

Third party cookies enable FMSC to track and target the interests of its users to enhance the experience on FMSC's websites. Third parties cookies also uses for advertising, analytics and other purposes.

You have the right to decide whether to accept or reject cookies. You can prevent your browser from storing cookies onto your hard drive by disabling cookies in the browser settings.

## **9. Contact us**

If you have any questions regarding this Privacy Policy, please contact us at [compliance@folkmaritime.com](mailto:compliance@folkmaritime.com).