

PRIVACY POLICY

This is the Privacy Policy of Rework (“Rework”, “we”, “us” or “our”), a company having its address at Zuid Hollandlaan 7, The Hague in The Netherlands. Our Privacy Policy explains how we collect, use, share and protect information in relation to our mobile services, our website www.rework.nl, and any software provided on or in connection with Rework services (collectively, the "Service"), and your choices about the collection and use of your information.

By using the Service, you understand and agree to the collection and use of information in accordance with this Privacy Policy. Our Privacy Policy applies to all visitors, users, and others who access the Service ("Users").

What kinds of information do we collect?

Information you provide

We collect the following information you provide us with directly:

- a. Your e-mail address and password when you register for a Rework account;
- b. Profile information that you provide for your user profile;
- c. Communications between you and Rework (e.g., we may send you Service-related emails);
- d. All data necessary for your employer to provide HR-related tasks.

Log file information

We collect information that your browser sends whenever you visit our Service. This log file information may include information such as your computer's Internet Protocol address, browser type, browser version, the pages of our Service that you visit, the time and date of your visit, the time spent on those pages and other statistics.

Analytics services (non-personally identifiable information only)

We use third-party analytics tools to help us measure traffic and usage trends for the Service. These tools collect information sent by your device or our Service, including the web pages you visit, add-ons, and other information that assists us in improving the Service. The tools use ‘cookies’, which are text files placed on your device, to collect your log information and behavior information in an anonymous form. We collect and use this analytics information with analytics information from other Users so that it cannot reasonably be used to identify any particular individual User. With respect to Google Analytics, although Google Analytics plants a permanent cookie on your web browser to identify you, the cookie cannot be used by anyone but Google. Google’s ability to use and share information collected by Google Analytics about your visits is restricted by the Google Analytics Terms of Use and the Google Privacy Policy. You can prevent Google Analytics from recognizing you on return visits by disabling cookies.

How do we use this information?

We use all of the information we have to help us provide and support our Services. Here is how:

- a. remember information so you will not have to re-enter it during your visit or the next time you visit the Service;
- b. provide, improve, test, and monitor the effectiveness of our Service;
- c. To help you efficiently access your information after you sign in;
- d. monitor metrics such as total number of visitors, traffic, and demographic patterns;
- e. diagnose or fix technology problems;
- f. develop and test new products and features; and
- g. automatically update the Rework application on your device;
- h. To contact you for different reasons depending on the situation (see ‘communications’).

Communications

If you are a user of our service, we can use your information to contact you with service, technical and administrative messages by mail and other forms of communication. We can also contact you to inform about changes in our service and important service-related announcements. These communications are part of our service and thus you cannot opt out of them. Furthermore, if you are an administrator of a Rework account, or if you explicitly sign up for our newsletter, we can contact you in the form of e-mails about product-updates and new features, promotional communication and other news about Rework. Users who are not account-administrators will not receive these communications unless they explicitly sign up for our newsletter. These communications are seen as marketing-communication for which you can always opt-out by using the unsubscribe link in our e-mails.

How is this information shared?

We will not rent or sell your information to third parties outside Rework.

Change of control

If we sell or otherwise transfer part or the whole of Rework or our assets to another organization (e.g., in the course of a transaction like a merger, acquisition, bankruptcy, dissolution, liquidation), your information collected through the Service may be among the items sold or transferred. The buyer or transferee will have to honor the commitments we have made in this Privacy Policy.

Legal requests and preventing harm

We may access, preserve and share your information in response to a legal request (like a search warrant, court order or subpoena) if we have a good faith belief that the law requires us to do so. We may also access, preserve and share information when we have a good faith belief it is necessary to: detect, prevent and address fraud and other illegal activity; to protect ourselves, you and others, including as part of investigations; and to prevent death or imminent bodily harm. Information we receive about you may be accessed, processed and retained for an extended period of time when it is the subject of a legal request or obligation, governmental investigation, or investigations concerning possible violations of our terms or policies, or otherwise to prevent harm.

Safety and security

Rework has taken appropriate technical and organizational measures by using the latest technologies to protect your information against loss or unlawful processing. We use safeguards to help keep the information collected through the Service secure and take steps (such as requesting a unique password) to verify your identity before granting you access to your account. However, Rework cannot ensure the security of any information you transmit to Rework or guarantee that information on the Service may not be accessed, disclosed, altered, or destroyed. We request you to do your part to help us. You are responsible for maintaining the secrecy of your unique password and account information, and for controlling access to emails between you and Rework, at all times. We are not responsible for the functionality, privacy, or security measures of any other organization.

International transfer

Your information may be transferred to, and maintained on computers located outside of your state, province, country or other governmental jurisdiction where the data protection laws may differ than those from your jurisdiction. If you are located outside Netherlands and choose to provide information to us, please note that we transfer the information to The Netherlands. Your consent to this Privacy Policy followed by your submission of such information represents your agreement to that transfer.

Retention period

In accordance with the law, Rework does not retain data any longer than is required for attaining the purposes for which they were collected.

Inspection and correction

If you wish to know which of your data Rework has recorded or if you wish to amend or remove data that you cannot amend via your account, please contact your employer, who manages your account.

Third-party applications, websites and services

We are not responsible for the practices employed by any applications, websites or services linked to or from our Service, including the information or content contained within them. Please remember that when you use a link to go from our Service to another application, website or service, our Privacy Policy does not apply to those third-party applications, websites or services. Your browsing and interaction on any third-party application, website or service, including those that have a link on our Services, are subject to that third party's own rules and policies.

Children's privacy

Our Service does not address anyone under the age of 13 ("Children"). We do not knowingly collect personally identifiable information from children under 13. If you are a parent or guardian and you are aware that your Children has provided us with personal information, please contact us. If we become aware that we have collected personal information from a child under age 13 without verification of parental consent, we take steps to remove that information from our servers.

Changes to this privacy policy

We may modify or update our Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page. You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

How to contact us

If you have any questions about this Privacy Policy of the Service, please send an email to support@rework.nl.