

# PRIVACY POLICY

eLMA attaches particular importance to respecting the privacy of users visiting services in the domain \* .elma-life.eu. The data collected in the logs is used for the purpose of administering the service with the reservation referred to in the eLMA Application section. And for the purpose of increasing brand recognition among users of web browsers and reaching potential customers.

#### 1. Data collection

In accordance with the accepted practice of most websites, we store HTTPS queries directed to our server. The browsed resources are identified by URL addresses. The exact list of information stored in the web server log files is as follows:

- public IP address of the computer from which the query came (it can be directly the user's computer)
- name of the client station identification performed by the http protocol, if it is possible,
- · user name given in the authorization process,
- · time of request,
- the first line of the http request,
- http response code
- number of bytes sent by the server
- URL address of the page previously visited by the user (referrer link) in the case when the transition to the Bureau site was made by reference,
- information about the user's browser.
- information about errors that occurred during the execution of the HTTP transaction

These data are not associated with specific persons browsing the eLMA sites with the reservation referred to in the section eLMA Application. In order to ensure the highest quality of the website, we occasionally analyse log files to determine which websites are visited most frequently, which web browsers are used, whether the page structure does not contain errors and to improve the search of the website by search engines, etc.

### 2. Use of data

The collected logs are stored for an indefinite period of time as an auxiliary material used to administer the website. The information contained therein might be disclosed to Google Analitics Service or other services that generates leads, persons authorized to administer the server and the eLMA network. Logs can be generated on the basis of log files to assist in administration. Collective summaries in the form of such statistics do not contain any features that identify visitors to the site.

The elma-life.eu website additionally collects - with the consent of the user filling out the contact form - name, surname, e-mail address and the user access password to demo.elma-life.eu.

### 3. Cookies on the websites elma-life.eu and pomoc.elma-life.eu

Cookies used on eLMA do not store any personal data. The website automatically collects the information contained in cookies.

Cookies are text files that are stored in the user's end device. They are intended for using the website pages. First of all, they contain the name of the website of your origin, your unique number, the storage time on the end device.

The website operator (here the name and, possibly, the address) is the entity that places cookies on the user's end device and has access to them.

The website operator uses files (cookies) in order to:

- matching the content of the website to the individual preferences of the user, first of all these files recognize his device to display the page according to his preferences;
- preparing statistics to help you learn user preferences and behaviours, analysis of these statistics is anonymous and allows you to adjust the content and appearance of the site to the prevailing trends, statistics are also used to assess the popularity of the site;
- logging in to the website;
- maintaining the user's login on every next page of the website.

The website uses two basic types of files (cookies) - session and permanent. Session files are temporary, they are stored until you leave the website (by entering a different page, logging out or turning off the browser). Permanent files are stored in the user's end device until they are deleted by the user or for the time resulting from their settings.

The user may at any time change the settings of his browser to block the use of files (cookies) or each time to obtain information about their placement in his device. Other available options can be checked in the settings of your web browser. Please note that most browsers by default are set to accept the saving of files (cookies) in the terminal device.

The Website operator informs that changes to the settings in the user's web browser may limit access to some of the functions of the website.

Files (cookies) used by the website (placed in the user's end device) can be made available to its partners and advertisers cooperating with it.

Information on the settings of web browsers is available in its menu (help) or on the website of its manufacturer.

### elma-life.eu

Cookie name	type	puropose
Cookie_notice_accepted	session	It stores information about the consent for the storage of cookies
PHPSESSID	session	Stores the session ID. It is necessary to store information about the fact that you are logged in to the site.
_gid	24 h	Used to distinguish users.
_gat	1 minute	Used to throttle request rate

_ga 2 years (Google Analytics) Used to distinguish users.	
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## pomoc.elma-life.eu

Cookie name	type	puropose
pll_language	host	Diagnosis of the browser's language
Cookie_notice_accepted	session	It stores information about the consent for the storage of cookies
PHPSESSID	session	Stores the session ID. It is necessary to store information about the fact that you are logged in to the site.
Anspress_session	host	The session ID needed for the AnsPress WordPress plugin.
_gid	24 h	Used to distinguish users.
_gat	1 minute	Used to throttle request rate
_ga	2 years	(Google Analytics) Used to distinguish users.

# app.elma-life.eu, demo.elma-life.eu

Cookie name	type	puropose		
elma%3Asession	session	Stores the session ID. It is necessary to store information about the fact that you are logged in to the site.		
remember_user_token	14 days	Remembers the logged in user.		
_gid	24 h	Used to distinguish users.		
_gat	1 minute	Used to throttle request rate		
_ga	2 years	(Google Analytics) Used to distinguish users.		

### Links to other websites

The eLMA website contains links to other websites. We can not be held responsible for the privacy practices of these websites. We urge you to familiarize yourself with the privacy policy set out thereafter, when you switch to other websites. This privacy policy applies only to eLMA websites.

## Platform app.elma-life.eu

An exception to the above principles is the registration of e-mail addresses of persons or entities using the shared eLMA application.

With regard to entities and persons who have used the application, an email address is registered, which is used to log in to the website. Additionally, for each user using this application, a one-time access password generated by the system is registered. The password can be changed by the user and is not registered in the system and can not be recovered if the user loses or forgets the user's password. In this case, the system generates a one-time access password again and the user again has the option to give an individual password to access the application.

## Changes

In the event of a change in the current privacy policy, appropriate modifications to the abovementioned provision will be made.